



NATIONAL
INFORMATION
PROCESSING
INSTITUTE

Equality plan

of the
National Information Processing Institute

Gender equality
action plan

2026
– 2028

Warsaw, June 2026

The Equality Plan of the National Information Processing Institute. Gender Equality Action Plan 2026–2028 has been prepared by the gender equality plan committee, which comprises:

- **Dr Grzegorz Banerski**, assistant professor; Laboratory of Interactive Technologies
- **Dorota Cebo**, head of the Human Resources Department
- **Kamil Jaworski**, legal counsel
- **Dr Anna Knapińska**, assistant professor; Data Science Team, Data Warehouse Department
- **Joanna Mirosław**, senior research and technology specialist; Laboratory of Statistical Analysis
- **Justyna Szczęsna**, equality representative
- **Krzysztof Wiliński**, head of the Information Resources Department

FOREWORD

The National Information Processing Institute (OPI PIB) has long been committed to advancing science, innovation, and technology. The institute recognises that meaningful progress requires not only technical expertise, but also an ethical and socially responsible approach.

Between 2022 and 2025, OPI PIB implemented its first equality plan, designed to promote equal treatment and diversity. During that period, the institute introduced a range of systemic, educational, and cultural measures that contributed to its effective functioning. The key initiatives included the appointment of an equality representative, the introduction of inclusive language in internal documents and promotional materials, the inclusion of feminine forms of job and role titles, the preparation and publication of an equality guide, the implementation of work-life balance measures, and active involvement in national and international initiatives for gender equality in science.

We are proud to continue our efforts into the second edition of the gender equality plan. By doing so, we reinforce our commitment to creating a workplace free from prejudice and discrimination; one that supports the development of all members of the OPI PIB community.

We believe that by working together, we can not only preserve the positive changes we have already implemented, but also establish new standards that support the development of Polish science and innovation fairly, responsibly, and inclusively.



Jarosław Protasiewicz, PhD, DSc

Head of the National Information Processing Institute

INTRODUCTION

The 2026–2028 Equality Plan of the National Information Processing Institute (hereinafter, ‘the equality plan’ represents a natural continuation of OPI PIB’s earlier efforts, shaped in response to the needs of its community and the challenges that face modern research institutions. The institute’s ambition is to create an open and supportive work environment where everyone—regardless of gender, life experience, or career stage—can feel part of a community founded on mutual respect, equality, and trust. The new equality plan builds on the achievements and experience of the previous edition, ensuring the continuity of our efforts and offering a solid basis for monitoring progress. We remain committed to the systematic collection and analysis of data on team composition, promotion patterns, women’s representation in decision-making, and the effectiveness of gender equality initiatives.

In the years ahead, OPI PIB intends to expand its activities beyond compliance with national and European Union (EU) requirements, and to actively involve all employees in the creation of a culture rooted in equality and mutual respect. We continue to strengthen mentoring, open communication, psychological support, and transparent human resources processes. We prioritise transparency and shared responsibility, ensuring that all employees of OPI PIB have a genuine influence on the implementation of equality principles at the institute. We aim to identify barriers, combat stereotypes, and create opportunities for the professional development of underrepresented groups and individuals who are returning to work after a career break. All of the equality plan’s actions are grounded in reliable data, ongoing team consultations, and inspiration drawn from successful practices developed by other research institutions and international organisations.

Guided by the principles of equality and the requirements of national and EU law, OPI PIB aims to create an environment in which every person can reach their full potential and in which diversity is valued as a key organisational asset.

The equality plan adheres to the following legal documents:

1. The Constitution of the Republic of Poland (Polish Journal of Laws, Dz. U., of 1997, No. 78, item 483, as amended)
2. Directive 2006/54/EC of the European Parliament and of the Council of 5 July 2006 on the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation (OJ L2006.204.23)
3. The Polish Family and Guardianship Code (Polish Journal of Laws, Dz. U., of 2023, item 2809, as amended)
4. The Polish Civil Code (Polish Journal of Laws, Dz. U., of 2025, item 1071, as amended)
5. The Polish Labour Code (Polish Journal of Laws, Dz. U., of 2025, item 277, as amended)
6. The Polish Penal Code (Polish Journal of Laws, Dz. U., of 2025, item 383).

OPI PIB commits to allocating funds for the implementation of the actions outlined in the equality plan, contingent upon the financial condition of the institute. The plan will also be considered during the distribution of OPI PIB’s budget.

The equality plan comprises two parts:

- **part one – diagnosis**, including data analysis and a presentation of the findings;
- **part two – description of objectives**, including performance indicators, designated responsible and co-responsible units, and deadlines for specific actions.

The equality plan has five key objectives:

1. Prevent discrimination and violence, including that based on gender, and foster a culture of equality and active responses to inappropriate behaviour
2. Achieve a balanced representation of women and men in management, decision-making, and the representation of OPI PIB
3. Ensure equal opportunities in recruitment, career development, and remuneration
4. Strengthen an organisational culture that supports work-life balance
5. Incorporate gender analysis into research and innovation

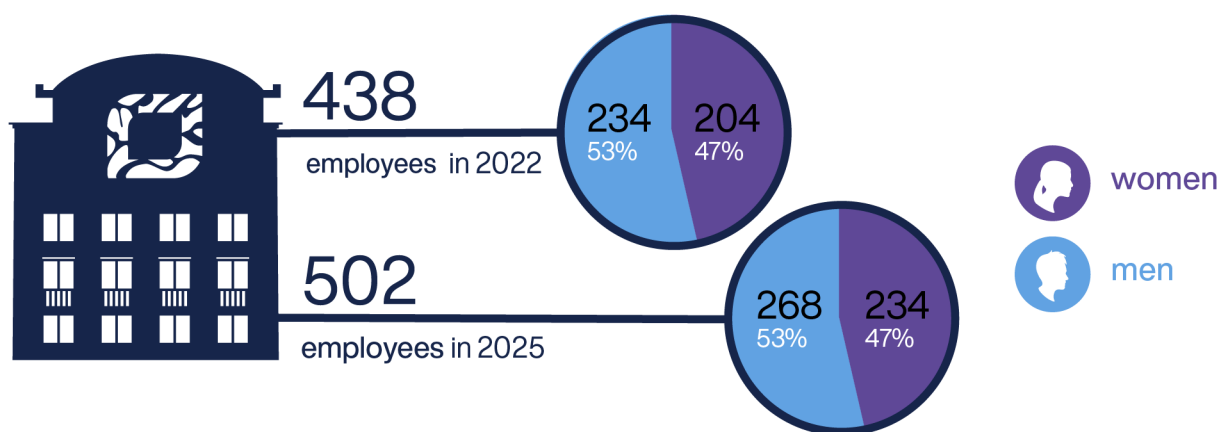
Each of the objectives is reflected in the specific actions described later in the equality plan. The initiatives will enable the effective implementation of changes and the monitoring of their outcomes through measurable indicators.

PART ONE. DIAGNOSIS

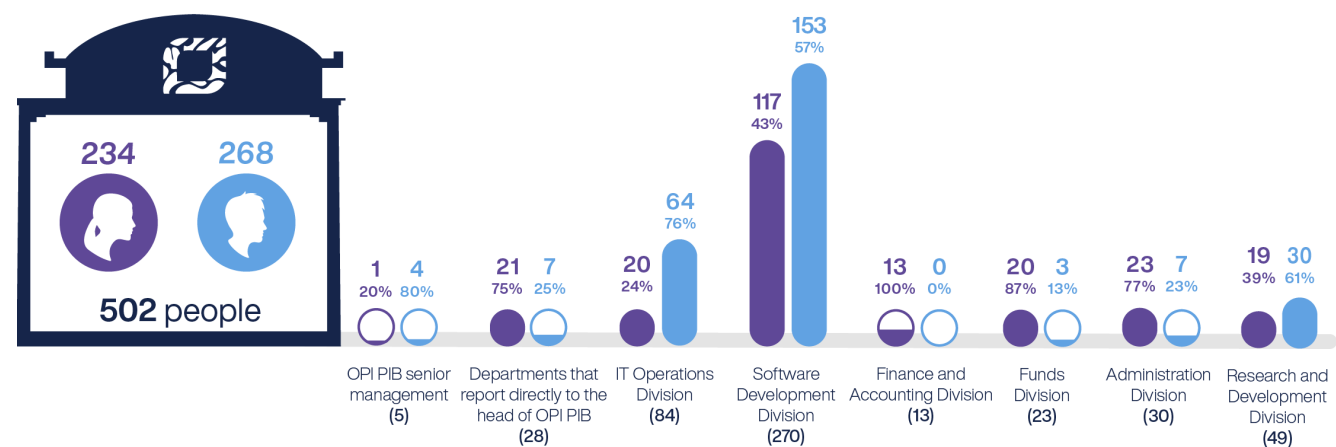
DATA ON EMPLOYMENT, RECRUITMENT, AND PROMOTION

The results below present an overview of the situation as of 1 October, 2025, identifying areas that required particular attention and continued monitoring as a starting point for further equality initiatives. Wherever possible, current results were compared with data from the previous edition of the study, which provided additional context and enabled the assessment of changes over time.

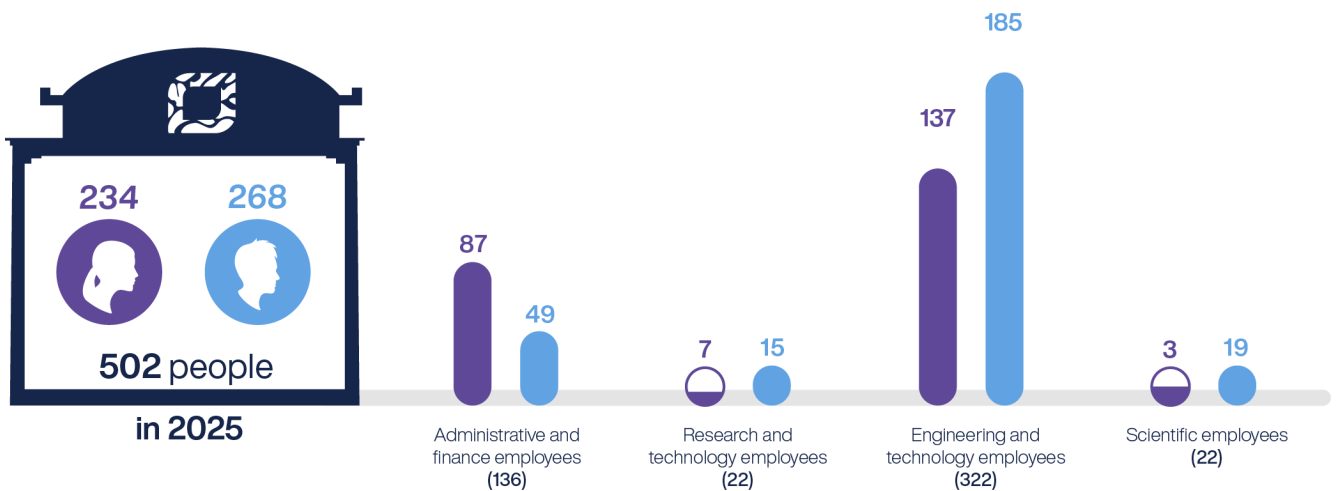
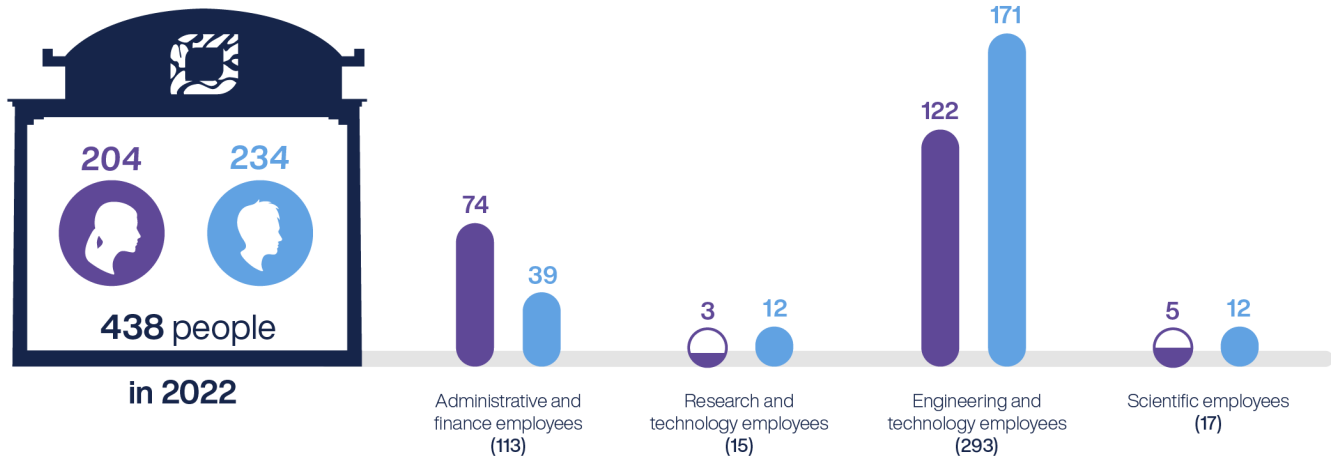
EMPLOYEES AT OPI PIB BY SEX



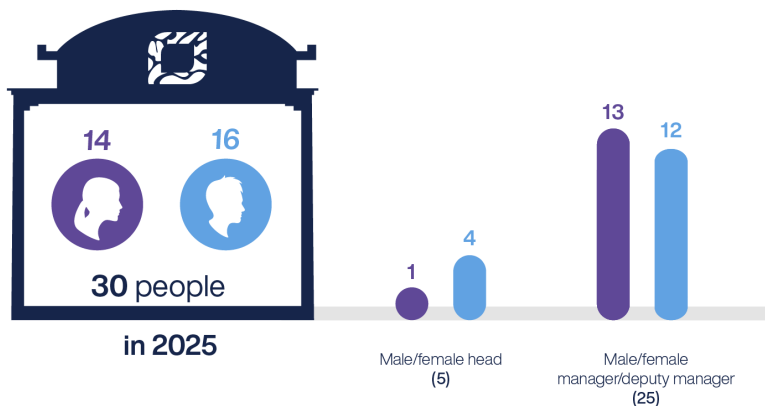
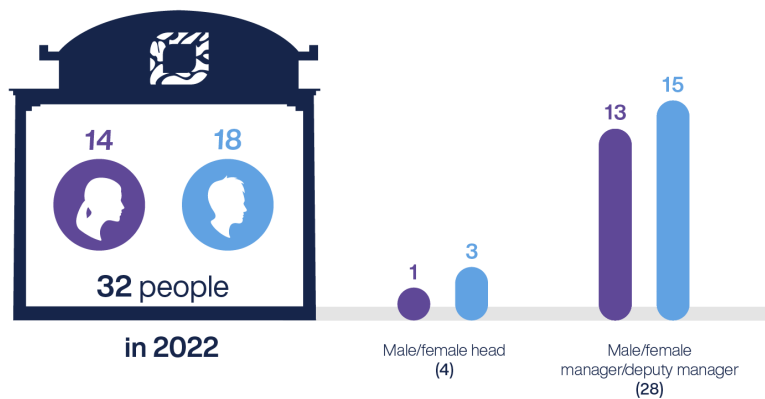
EMPLOYMENT STRUCTURE IN OPI PIB'S DIVISIONS BY SEX: 2025



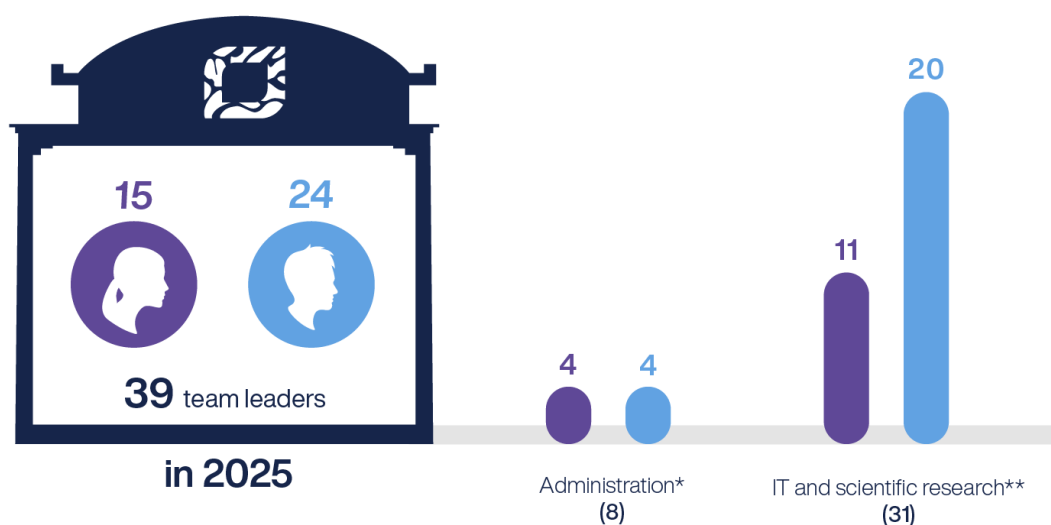
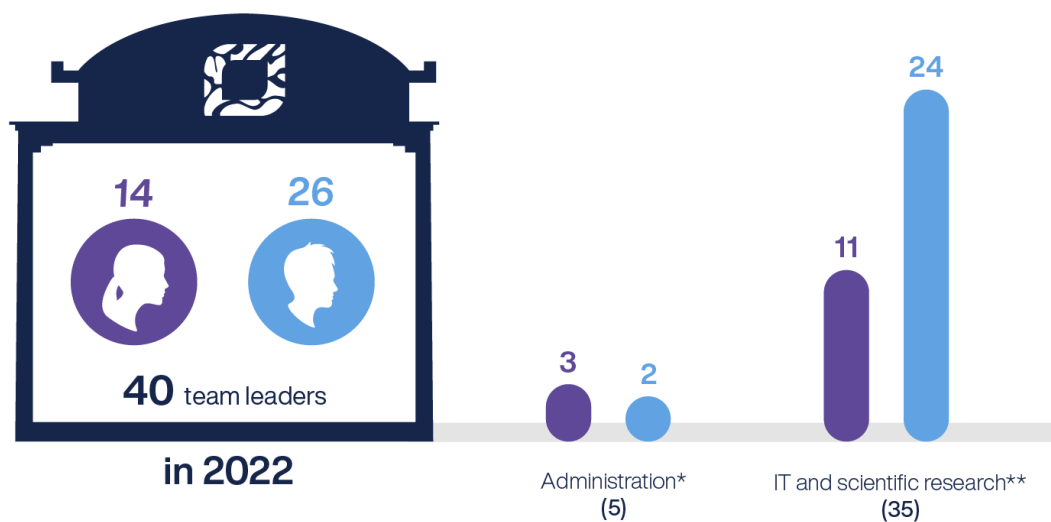
EMPLOYEES AT OPI PIB BY SEX AND BY POST



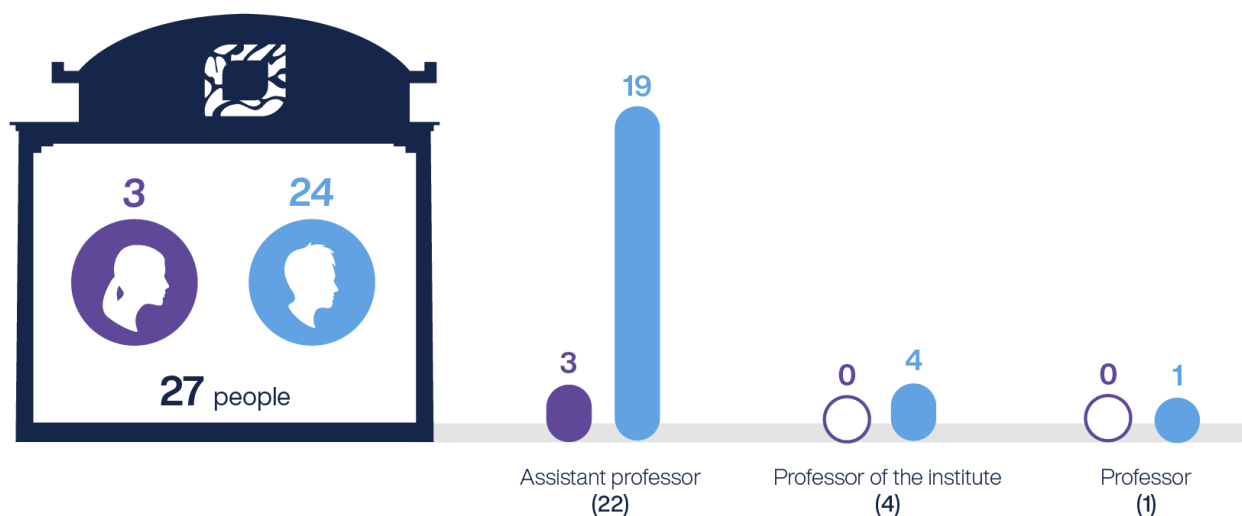
MANAGERIAL ROLES AT OPI PIB BY SEX



TEAM LEADERS AT OPI PIB BY SEX



SCIENTIFIC POSTS BY SEX: 2025



OPI PIB COMMITTEES AND THEIR MEMBERS BY SEX: 2025

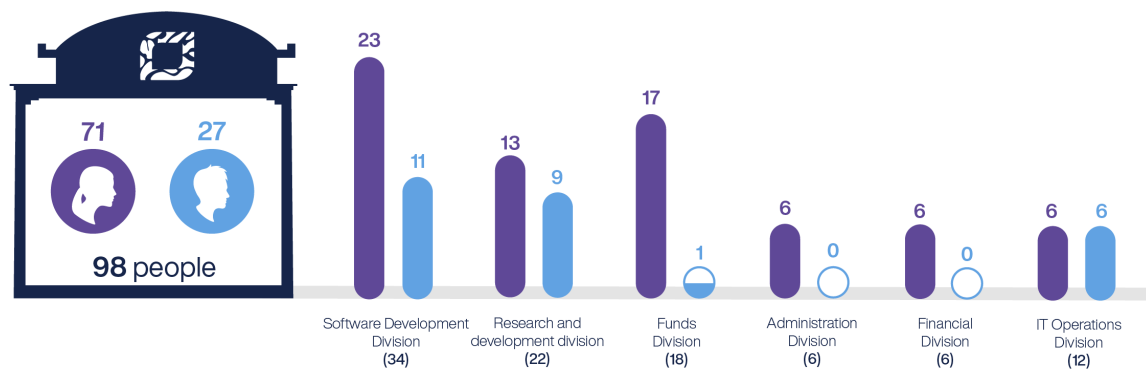
Occupational Health and Safety Commission	
Ethics Commission	
Disciplinary Commission	
Gender Equality Commission	
Inventory Commission	

RECRUITMENT AT OPI PIB

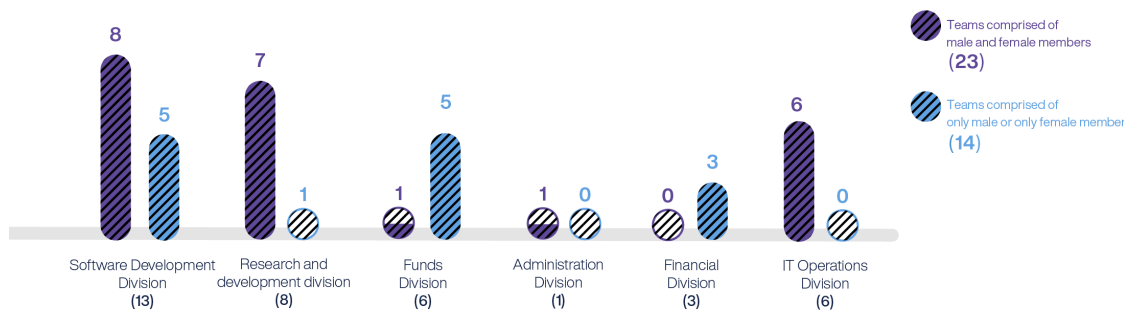
OPI PIB views recruitment as an opportunity to value individual talents and abilities rather than relying on gender-based stereotypes. We believe that every stage of recruitment should be transparent and that all candidates should have equal opportunities. Our recruitment standards focus on:

- **Equal treatment** – ensuring that all candidates are assessed using the same procedures and criteria
- **Consistency of requirements** – establishing clear criteria and expectations at the outset and applying them consistently throughout the process
- **Impartiality and independence** – preventing any form of favouritism or discrimination while ensuring objectivity among all recruitment team members
- **Professionalism** – entrusting the process to a well-prepared team that follows established best practices in recruitment
- **Transparency** – maintaining detailed records throughout the recruitment process, enabling all interested parties to review the relevant information.

EMPLOYMENT STRUCTURE OF RECRUITMENT TEAMS ACROSS DIVISIONS BY SEX: 2025



NUMBER OF RECRUITMENT PROCESSES ACROSS DIVISIONS BY SEX OF RECRUITMENT TEAM MEMBERS: 2025



PROMOTION PATHS BETWEEN 2023 AND 2025

Horizontal promotion¹: **26 employees** – 11 women and 15 men

Vertical promotion:

- specialist promotion²: **119 individuals** – 57 women and 62 men
- leader promotion: **11 individuals** – 3 women and 8 men
- awans kierowniczy: **3 individuals** – 1 woman and 2 men

In total, horizontal promotion was offered to **133 individuals**, including **61 women (46%)** and **72 men (54%)**.

Specialist promotion exhibits the most balanced gender distribution. Balance in this area indicates comparable career development opportunities for women and men at expert-level positions, which provides a strong foundation for further career development. A particularly noticeable gender disparity (with women underrepresented) can be seen at the leader promotion level. **Leader positions** include roles that involve team coordination, responsibility for project tasks, and support for the development of other employees' skills. They are often viewed as a transitional stage between specialist and management roles, and require both substantial expertise and leadership abilities, such as motivating teams and delegating responsibilities.

Between 2023 and 2025, three of the eleven employees promoted to leadership positions were women. This suggests that women were underrepresented in career pathways that lead to opportunities for leadership positions and might face barriers transitioning from specialist roles to management roles. This area should be monitored, as women's representation in leadership roles is crucial for achieving gender balance in future managerial promotions.

SUMMARY OF DATA ON EMPLOYMENT, RECRUITMENT, AND PROMOTION

- The employment structure has remained stable, with a similar gender distribution across both periods of analysis: women represent approximately 47% and men approximately 53% of employees.
- Despite the overall balance, noticeable gender differences can be observed across divisions and position groups. Women outnumbered men in administration, finance, and funding, while men dominated in IT, technical divisions, management positions, and scientific roles.
- The widest gender disparities were recorded in the Finance and Accounting Division (100% women), the IT Operations Division (76% men), senior management (80% men), and the Funds and Administration division (81% women).

¹ Horizontal promotion describes an employee moving into a new position without changing their level in OPI PIB's organisational hierarchy.

² Specialist promotion describes an employee progressing to a more senior specialist role that entails increased responsibility, expanded competencies, and typically higher remuneration.

- While the gender profile in the Research and Development Division was relatively balanced (39% women and 61% men), women accounted for only 11% of holders of scientific positions.
- Recruitment teams and committees were generally composed of members of different genders.
- Specialist promotion exhibited the most balanced gender distribution. A particularly noticeable gender disparity, with women underrepresented, could be observed in the promotion of employees to leadership positions.

WORKING, SAFETY, AND EQUAL TREATMENT CONDITIONS

The first study that examined working, safety, and equal treatment conditions at OPI PIB was conducted in 2020.

In September and October 2024, OPI PIB conducted a second study to determine whether the situation at the institute had changed during the previous four years. The institute also considered the implementation of an **equality plan** in 2022 and the appointment of an **equality representative** in 2023.

The opinions of OPI PIB's employees were once again collected through the Gender Equality Audit and Monitoring tool (GEAM, <https://www.inspirequality.eu/article/closer-look-gender-equality-audit-and-monitoring-geam-tool>), developed as part of the INSPIRE project by the European Centre of Excellence for Gender Equality in Research and Innovation (<https://inspirequality.eu>). Conducted as part of the Horizon Europe programme, the project aims to develop new indicators for inclusive equality plans that reflect diverse groups and perspectives, monitor their implementation across Europe, and identify the conditions necessary for achieving meaningful results.

The study was conducted by a team comprising Marta Czarnocka-Cieciura, Anna Knapińska, Anna Łobodzińska, Joanna Miroslaw, and Agata Roguz.

The invitation to participate in the study was sent to 489 employees of OPI PIB. Of those who accessed the LimeSurvey questionnaire, 264 (54%) viewed the first screen, and 180 (37%) completed the survey. The voluntary nature of the survey means that its results are not representative of the full population of OPI PIB employees. The high response rate and number of completed surveys nevertheless make the findings an important source of information on employees' experiences and perspectives, and a useful reference for shaping further actions.

The respondents comprised **53% women and 39% men**, with the remaining 8% identifying as nonbinary, as another gender, or declining to provide an answer. Nearly half of the respondents (49%) were aged 39 or younger; 45% were parents or guardians of minors. In terms of job roles, 61% of respondents worked in engineering and technical roles, 25% in administrative roles, and 14% in research roles. Managerial positions were occupied by 13% of the respondents at the time of completing the survey.

OPI PIB AS AN EMPLOYER

Most employees of OPI PIB **rated their working conditions positively; however, men were significantly more likely than women to state that they were satisfied or very satisfied** (67% vs. 44%, respectively). Most respondents (76%) reported receiving support from their direct supervisors, with more than half also agreeing that the head and deputy heads of the institute were accessible to them. A small minority of respondents indicated that they had been encouraged to seek a promotion or a more senior position. Only 20% responded affirmatively, with comparable figures for women and men. **Men were more likely than women to agree that the workload at OPI PIB was distributed fairly and transparently** (60% of men and 45% of women, respectively, responded 'strongly agree' or 'agree'). Women (36%) were significantly more likely than men (13%) to disagree with this statement. The differences in the responses between women and men were statistically significant.

OPI PIB's employees **do not view the institute as an organisation that encourages a culture centred on rivalry, toughness, and not showing weakness**. Between 51% and 79% of respondents rejected statements associated with the so-called culture of masculinity, depending on the statement: 51% disagreed that 'to succeed, family life must not interfere with work,' while 79% rejected the view that 'taking time off is viewed negatively.' A larger proportion of respondents, 28%, felt that the statement 'If you do not stand up for yourself, others will walk all over you' reflects the working environment at the institute. Statistically significant differences between women and men were observed for two statements that concern behaviours perceived as signs of weakness: admitting that one does not know something and expressing emotions other than anger or pride. In both cases, women were more likely than men to agree that these attitudes are characteristic of the OPI PIB work environment.

WORK ORGANISATION AND WORKING HOURS

Working remotely offers OPI PIB's workforce substantial benefits by helping them maintain a balance between their professional and personal lives. **Nearly all employees (99%) have the option to work remotely and regularly take advantage of that opportunity.** Parents were more likely to report that **remote work had helped them to manage childcare responsibilities** and that **they needed extra time to complete their work.** The availability of short-notice leave was also viewed favourably, although only half of the respondents reported having used that option. Most respondents confirmed that they could manage their working hours flexibly, extending or shortening their workday as needed and taking breaks for personal matters.

In terms of work-life balance, **over 90% of the respondents admitted that they occasionally worked more than eight hours a day.** The majority did not feel pressured to do so by their supervisors. A total of 85% of the respondents indicated that they ended their working day too tired to manage household responsibilities, with 13% experiencing that several times a week. **Women more frequently reported difficulties in achieving work-life balance.** Women significantly more often stated that the amount of time they devoted to work made it difficult for them to meet their personal obligations.

MICROAGGRESSION, BULLYING, AND HARASSMENT

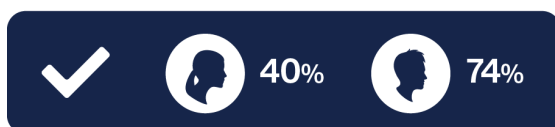
Most respondents stated that they had **never experienced any behaviour at OPI PIB that could be classified as microaggression.** The shares of respondents who answered 'never' ranged from 53% for the statement 'My contribution to the work is unnoticed or lacks appreciation' to 97% for the statement 'People I work with ask me where I am from, which suggests that I do not fit in'. As many as 43% of OPI PIB's employees who participated in the survey said that they had experienced their contributions going unnoticed or being undervalued with varying frequency, including 8% who reported experiencing that often or regularly. Another common microaggression involved colleagues ignoring an individual or their opinions ('I feel that the people I work with do not pay attention to me or do not regard my opinions as important'). Of all respondents, 40% claimed that they had experienced such behaviour occasionally or more frequently. Women more often than men reported experiencing most forms of microaggression in the OPI PIB work environment. Statistically significant differences were identified with regard to feeling **ignored by colleagues, colleagues' prejudices concerning intelligence and abilities,** and the statement: **'Some people I work with deny that people like me encounter additional obstacles'.**

Between 2022 and 2025, **twenty-two staff members**, who represent 12% of the respondents, experienced **bullying, harassment, or sexual harassment** at OPI PIB. **The violence was committed predominantly by coworkers and supervisors.** Respondents most often indicated that they would report bullying, harassment, or sexual harassment to their direct supervisors (76%) or to the equality representative (68%). Of all respondents, 70% stated that they would use an anonymous reporting mechanism, such as the boxes located in OPI PIB's kitchens, with women significantly more likely than men to do so.

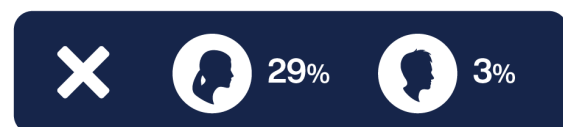
GENDER EQUALITY

A total of 18% of the respondents believed that women and men were not treated equally at OPI PIB. Male staff members were more likely to believe that women and men were treated equally. Nearly half of the respondents believed that there were no differences in the allocation of resources and responsibilities to women and men at OPI PIB. **Those who perceived such differences more frequently pointed to advantages enjoyed by men:** 39% of respondents agreed that men were most often appointed to senior positions, 25% indicated that men had greater access to informal circles of influence, and 24% believed that men made decisions concerning promotions. The respondents most often associated women with administrative responsibilities (41%), followed by the recruitment of new employees (16%). Women were more likely to identify men as the primary recipients of resources, including senior positions and access to informal circles of influence. By contrast, men more often stated that they did not observe any differences in the allocation of resources and responsibilities at OPI PIB..

At my organisation, men and women are treated equally



I agree



I disagree

Among female employees of OPI PIB, 30% believed that they had to work harder than their male colleagues to achieve the same professional status; only 4% of men shared that view. The survey findings also revealed considerable differences in how the decision-making process at OPI PIB was perceived: 52% of female staff members felt that decisions were predominantly made by men, while only 18% of male staff members expressed the same opinion. Both differences were statistically significant.

Nearly two-thirds of the respondents (63%) recognised OPI PIB's efforts to promote gender equality; 70%, however, had difficulty assessing whether the institute responded effectively to reported cases of unequal treatment. This potentially indicates a lack of clear communication or visible action in this area. A total of 62% of the respondents stated that they knew whom to contact regarding gender equality concerns. According to 22% of the respondents, the equality representative's activities had yielded positive changes at OPI PIB, with 23% stating that the institute's implementation of the equality plan had positively affected its functioning. Given that the position of equality representative was established in 2023, just over a year before the survey was conducted, the results are encouraging: one in five employees already perceives changes at OPI PIB. The findings point to the need for continued efforts to strengthen equality and to ensure more effective communication among employees.

A SELECTION OF STATISTICALLY SIGNIFICANT DIFFERENCES BETWEEN MALE AND FEMALE STAFF MEMBERS AT OPI PIB

I believe that at OPI PIB, admitting that you do not know something is considered a sign of weakness* <i>* the 'strongly agree' + 'agree' responses</i>	 24.8%	 8.7%
I believe that at OPI PIB, expressing emotions other than anger or pride is considered a sign of weakness* <i>* the 'strongly agree' + 'agree' responses</i>	 25.7%	 4.4%
I believe that mentorship is important when seeking a promotion* <i>* the 'very important' + 'important' responses</i>	 83.5%	 63.2%
I do not feel that my colleagues ignore me or consider my opinions unimportant* <i>* the 'never' responses</i>	 45.5%	 71.0%
I do not feel that my colleagues are prejudiced about my intelligence or abilities* <i>* the 'never' responses</i>	 65.7%	 82.6%
I do not feel that some of my colleagues deny that people like me might encounter additional obstacles* <i>* the 'never' responses</i>	 72.7%	 89.7%
Decisions regarding promotions are made by men* <i>* the 'mainly by men' + 'often by men' responses</i>	 36.7%	 2.7%
Access to informal circles of influence is available to men* <i>* the 'mainly by men' + 'often by men' responses</i>	 35.8%	 5.4%
Support from senior management and additional time from senior management are provided to men* <i>* the 'mainly by men' + 'often by men' responses</i>	 13.8%	 4.1%
Senior positions are held by men* <i>* the 'mainly by men' + 'often by men' responses</i>	 58.7%	 12.2%
Mentoring and other career-related guidance are provided to men* <i>* the 'mainly by men' + 'often by men' responses</i>	 22.9%	 2.7%

Funding and financial resources are allocated to men* <i>* the 'mainly by men' + 'often by men' responses</i>	 24.8%  1.4%
The intellectual contributions of men are recognised during meetings, conferences, and workshops* <i>* the 'mainly by men' + 'often by men' responses</i>	 18.4%  2.7%
Administrative tasks are assigned to women* <i>* the 'mainly women' + 'often women' responses</i>	 56.0%  23.0%
I agree that workloads are allocated fairly and transparently* <i>* the 'strongly agree' + 'agree' responses</i>	 44.8%  60.01%
Women at OPI PIB have to work harder than their male colleagues to achieve the same professional status* <i>* the 'strongly agree' + 'agree' responses</i>	 29.5%  4.3%
Decisions at OPI PIB are made by men* <i>* the 'strongly agree' + 'agree' responses</i>	 52.4%  25.7%
Decisions at OPI PIB are made by women* <i>* the 'strongly agree' + 'agree' responses</i>	 10.5%  15.7%
The equality representative's activities have a positive impact on changes at OPI PIB* <i>* the 'strongly agree' + 'agree' responses</i>	 21.0%  24.7%
OPI PIB responds to reported issues concerning inequality, including gender inequality* <i>* the 'strongly agree' + 'agree' responses</i>	 17.9%  36.3%
OPI PIB is committed to promoting gender equality* <i>* the 'strongly agree' + 'agree' responses</i>	 55.7%  75.7%
In general, women and men are treated equally at OPI PIB* <i>* the 'strongly agree' + 'agree' responses</i>	 39.8%  74.3%

COMPARISON OF THE 2020 AND 2024 STUDIES

In both 2020 and 2024, the work environment at OPI PIB **was not perceived as one that promoted a culture based on rivalry, toughness, and the suppression of emotions**. This is a significant positive aspect, as studies of organisational culture indicate that the promotion of such values can be harmful to both employees and the institutions at which they work.

Despite varied opinions on specific aspects of the work environment and the lack of statistically significant differences between the two years, **the 2024 respondents rated the work environment more positively on average than the 2020 respondents did**.

The responses from 2024 also indicate that microaggressions were experienced less frequently than in 2020. Although lower, the value exceeding zero still indicates the presence of undesirable behaviour in the workplace.

Comparative analyses of the two survey editions indicate an improvement in gender equality promotion between 2020 and 2024. Respondents **recognised OPI PIB's commitment to promoting equality and had become more familiar with the procedures in place**: they knew whom to contact regarding gender equality concerns. **Perceptions of how OPI PIB responded to reported cases of unequal treatment also improved** compared with the previous period.

REPORT ON THE IMPLEMENTATION OF THE 2022–2025 GENDER EQUALITY PLAN

In March 2023, OPI PIB began implementing its first equality plan, which covered the period between 2022 and 2025. It was adopted under Order of the OPI PIB's Head No. 18/2022 of 15 December, 2022 (<https://opi.org.pl/poznaj-opi/plan-rownosci-w-opi>). The document addresses the need for a systematic approach to gender equality, the prevention of discrimination, and the promotion of diversity in the workplace.

Since then, OPI PIB has implemented a range of measures, including both institutional changes and educational initiatives designed to increase knowledge and raise awareness of equal treatment. This section presents an overview of the measures implemented under the 2022–2025 gender equality plan and reflects on OPI PIB's experience to date, with consideration for what the institute has achieved, what remains to be improved, and what has been learned from the implementation process.

EXPAND EMPLOYEES' KNOWLEDGE ON GENDER EQUALITY AND GENDER-BASED VIOLENCE DEVELOP AND STRENGTHEN POSITIVE ATTITUDES TOWARDS DIVERSITY

Action 1. Appoint the equality representative

OPI PIB's equality representative was appointed on 31 March, 2023. Her responsibilities include the implementation and monitoring of the equality plan, as well as employee support and intervention in cases of discrimination, unequal treatment, and workplace bullying.

The equality representative can be contacted in person, by phone, or via a dedicated email address. OPI PIB has also installed reporting boxes in the break rooms (kitchens) of its premises, which enable employees to submit anonymous reports.

As of the date of this report, no cases of discrimination, unequal treatment, or workplace bullying have been recorded that would have initiated the *Procedure for preventing and handling incidents of workplace bullying or discrimination, including harassment and sexual harassment*.

Action 2. Use bias-free language in all internal documents

Gender-inclusive language has been introduced in most of OPI PIB's internal documents, including the use of feminine grammatical forms for job titles, roles, and positions. This change has been implemented with regard to internal regulations, announcements published on the institute's intranet, and employment contracts. This constitutes an important step towards the development of a workplace based on greater equality and respect.

Action 3. Prepare and implement equality guidelines. Include the equality guidelines in the package for new employees. Make the equality guidelines available to other employees

As part of its educational and awareness-raising initiatives on equal treatment, OPI PIB prepared its equality guidelines, an informational resource that presents key equality-related issues in an accessible format. The guidelines have been shared with all employees and are regularly distributed as part of induction training for newly hired staff.

Action 4. Conduct training sessions and workshops (typically unconscious bias training sessions and workshops) for managerial staff

OPI PIB's managerial staff participated in specialised workshops delivered by an external trainer. The workshops focused on preventing discrimination, harassment, gender-based violence, and unconscious bias.

The aim of the workshops was to strengthen leadership skills in developing a safe and equality-based work environment. The workshops were conducted in four groups, each session lasting eight hours.

According to the indicator specified in the equality plan, 100% of the managerial staff should complete the training. A total of 89% of the invited participants participated in the workshops (71 out of 80 employees). The remaining 11% (nine employees) have not yet done so.

Managerial staff also participated in the *Equal at Work* e-learning course available on OPI PIB's platform, with 89% completing the training.

Action 5. Conduct antidiscrimination training sessions and workshops (including unconscious bias training sessions and workshops) for employees

In 2024, OPI PIB partnered with the Polish Society of Antidiscrimination Law, an organisation with over fifteen years of experience in providing free support to people experiencing discrimination, to organise the *Equal at Work* online course, which is available on the OPI PIB's e-learning platform.

The course was offered to all employees of OPI PIB and played an important role in the institute's educational efforts to prevent unequal treatment.

A total of 89.3% of OPI PIB's workforce completed the course, exceeding the 70% target for trained employees established specified in the gender equality plan.

OPI PIB's management team opted not to organise the training in a workshop format.

Action 6. Conduct training sessions and workshops on countering harassment and gender-based violence

The online training described above and the workshops for managerial staff addressed issues related to the prevention of harassment and gender-based violence.

Action 7. Disseminate equality promotion materials

A dedicated section on equality and diversity issues was created on OPI PIB's intranet. It includes educational resources, information on the applicable procedure for reporting incidents of discrimination and sexual harassment, and materials that promote the use of gender-inclusive language.

Action 8. Expand OPI PIB employees' knowledge on mechanisms aimed at countering discrimination

Two newsletters were issued and shared with all employees of OPI PIB. In 2023, the institute's equality guidelines were promoted, and employees were introduced to the information the guidelines contain on discrimination, stereotypes, and prejudice. The guidelines were promoted again in 2025, and employees were reminded of the procedure applicable at OPI PIB for preventing and handling incidents of workplace bullying or discrimination, including harassment and sexual harassment.

Action 9. Create channels for reporting concerns regarding unequal treatment, bullying, discrimination, and gender-based violence

Following consultations with OPI PIB's management team and a review of the available technical solutions, the decision was made not to implement a so-called virtual reporting box. It was concluded that such a solution could not guarantee the complete anonymity of submissions and would entail substantial maintenance costs. Efforts were instead focused on the reinforcement of the existing reporting channels and the promotion of a culture of openness and trust rather than the development of a new tool.

Action 10. Collaborate with other organisations in the science, higher education, and business sectors to champion equality and diversity

OPI PIB is involved in projects and initiatives for gender equality both nationally and internationally.

Internationally, OPI PIB participated as a consortium member in the *GENDERACTIONplus* project, conducted under the Horizon Europe programme (genderaction.eu). The institute also engaged in the Community of Practice on Gender Equality in Central and Eastern Europe under the ACTonGender programme, which connects universities and research institutions from Poland and other European countries. OPI PIB also contributes its expertise to the INSPIRE project (inspirequality.eu), where it was involved in co-creating the GEAM

research handbook (geamtool.eu/analysis/04-compare-in-time.html).

In 2024, on behalf of the Polish Ministry of Science and Higher Education, OPI PIB conducted the [Gender equality plans in scientific institutions in Poland. An analysis of the state of implementation](#) study, which delivered an overview of the state of equality initiatives at universities and research institutions in Poland and identified the key challenges in the implementation of equality policies.

In March 2025, Dr Anna Knapieńska was appointed to the Council for Women in Higher Education and Science at the Polish Ministry of Science and Higher Education. The Council developed a set of recommended actions to advance gender equality in science. In 2024, Dr Knapieńska and Dr Aldona Tomczyńska participated in a roundtable discussion organised by the Polish Ministry of Digital Affairs that was dedicated to increasing the representation of women in IT professions.

OPI PIB also collaborates with various institutions and organisations, including the National Contact Point for EU Research Programmes at the National Centre for Research and Development, the Academy of Young Scientists of the Polish Academy of Sciences, and the *Perspektywy* Education Foundation.

Action 11. Monitor equality actions

During the period of the equality plan, reports that summarise its implementation were prepared annually, by the end of March 2023, 2024, and 2025, respectively. These documents are available on the OPI PIB intranet in the Equality and diversity section.

Action 12. Conduct a study on working conditions and equal treatment among employees at OPI PIB

A second edition of the survey that examines working conditions, workplace safety, and equal treatment was conducted in September and October 2024. The survey report was first presented to OPI PIB's management team and then made available to all employees on the institute's intranet.

According to the equality plan for 2022–2025, the survey was originally scheduled to be conducted in autumn 2023. However, it was postponed until 2024 to ensure that the data collected would be more up to date and could be used to develop the next equality plan. Given the limited resources available, the current edition involved no qualitative component, such as in-depth interviews. We anticipate, however, that future editions might incorporate such elements to enable a more comprehensive analysis of the results.

STRIVE TO ACHIEVE BALANCED REPRESENTATION OF WOMEN AND MEN IN MANAGEMENT AND DECISION-MAKING ROLES, AND IN REPRESENTING OPI PIB

Action 1. Prepare guidelines on the equal representation of men and women in leadership roles, decision-making bodies, and events organised by OPI PIB

OPI PIB developed guidelines aimed at ensuring the balanced representation of women and men in its management team; decision-making bodies, including committees, councils, and advisory bodies; project teams; and during events such as conferences, panels, and trade fairs.

The guidelines apply both to OPI PIB's research and development activities and its organisational operations. The document was published on the OPI PIB intranet.

Action 2. Organise courses and training sessions to enhance the leadership skills of OPI PIB employees, with particular emphasis on representatives of underrepresented groups

OPI PIB organised a two-day training session designed to develop leadership skills among employees, with particular emphasis on underrepresented groups, including women in programming and men in administration.

The workshop was held at the end of 2024. It brought together employees selected by managers from the divisions with the widest gender disparities.

A total of fourteen employees participated in the workshops, with ten women from the Software Development Division and four men from the Administration Division.

Action 3. Periodically review and analyse the positions of team leaders, heads of departments, senior specialists, experts, and project leaders in the context of Objective 2

The annual reports were prepared by the human resources team and are available on the OPI PIB intranet in the Equality and diversity section.

ENSURE GENDER EQUALITY IN RECRUITMENT PROCESSES, STAFF DEVELOPMENT (INCLUDING OF SCIENTIFIC STAFF), AND REMUNERATION

Action 1. Formulate best practices and guidelines to ensure gender equality in OPI PIB's recruitment processes. Monitor job advertisements for gender equality on an ongoing basis

The guidelines in this area were developed in collaboration with OPI PIB's human resources department and shared with those responsible for recruitment.

The guidelines included rules on the preparation of job offers, the appointment of recruitment committee members, and the conduct of recruitment interviews.

As part of this objective, job advertisements were monitored for gender equality. Published job advertisements described the roles and professional responsibilities, outlined requirements and expectations grounded in genuine needs and competencies, and excluded language that might perpetuate gender stereotypes.

The advertisements emphasised OPI PIB's openness to diversity by highlighting flexible working hours and benefits available to all employees. They were written using nondiscriminatory language, with gender-neutral wording or language inclusive of all genders.

Statistical reports on the participation of women and men in OPI PIB recruitment processes were prepared at the end of each year.

Action 2. Continue actions that motivate members of underrepresented groups to work in particular roles

OPI PIB participated in in-person job fairs and other events where employment opportunities were promoted. Information leaflets on OPI PIB's laboratories and materials on the *Kom/Tywa* internship programme were also distributed at such events.

The *Kom/Tywa* programme offers paid opportunities for students and graduates of computer science and related fields.

The following summarises participation in job fairs and the *Kom/Tywa* programme between 2023 and 2025:

- 2023: participation in three recruitment events; the *Kom/Tywa* programme included five female and eight male interns, three of whom (including one woman) were subsequently offered permanent employment
- 2024: participation in two recruitment events; the *Kom/Tywa* programme included six female and six male interns, four of whom (including three women) were subsequently offered permanent employment
- 2025: participation in two recruitment events; the *Kom/Tywa* programme included three female and eight male interns, three of whom (including two women) were subsequently offered permanent employment.

Action 3. Analyse promotion pathways in the context of gender equality

The report and recommendations that concern promotion pathways were made available on the OPI PIB intranet.

Action 4. Gather data on career development pathways (including those of scientific employees) for both sexes (pace of promotion and completion of scientific degrees) on an ongoing basis

Annual reports were prepared on the participation of women and men in recruitment and promotion procedures. The reports are available on the OPI PIB intranet in the Equality and diversity section.

Action 5. Gather data on the employment of men and women, including in specific departments and roles, on an ongoing basis

Reports were prepared annually. The reports are available on the OPI PIB intranet in the Equality and diversity section.

Action 6. Prepare a comprehensive analysis on the salaries of male and female employees to be provided to the OPI PIB management team

Analyses of the gender pay gap conducted in 2023 and 2024 revealed no significant differences between the remuneration of women and men at OPI PIB.

In April and May 2025, OPI PIB conducted another analysis of the gender pay gap based on objective data, including market research findings and the Sedlak & Sedlak salary report. The comparison focused on the remuneration of employees who held identical or equivalent positions. No significant disparities in remuneration based on gender were discovered, which confirms that women's and men's pay remains proportionate across OPI PIB's established job structure. Potential deviations are monitored continuously, with any irregularities identified, reported, and analysed thoroughly to ensure full transparency.

Action 7. If significant differences in the salaries of male and female employees are identified, eliminate such differences and all factors that might influence them

OPI PIB conducted a detailed analysis of remuneration, with consideration for gender, positions, and scope of responsibilities. Previous studies have found no significant gender-based pay differences among employees in the same or equivalent positions.

The distribution of remuneration between male and female employees remains proportionate to OPI PIB's established job structure. Any deviations are monitored continuously and analysed thoroughly. If discrepancies are identified, immediate corrective measures are implemented:

- regular analysis and comparative monitoring of the remunerations of male and female employees who hold the same or equivalent positions
- an immediate response to any irregularities identified
- confirmation, based on internal and external reports, that no statistically significant differences in remuneration are identified

WORK–LIFE BALANCE

Action 1. Analyse and identify the support needs of those returning to work after extended breaks

The needs of employees returning to work after extended breaks were analysed in 2022.

To address the identified needs, a guide for parents and caregivers was prepared and published that provided information on their rights and available support. The guide is available on the OPI PIB intranet in the Equality and diversity and Human Resources Department sections.

Action 2. Prepare re-onboarding training sessions for employees returning to work after extended breaks

OPI PIB employees returning to work after extended breaks are invited to re-onboarding sessions organised by the human resources department. During these sessions, employees are reminded of workplace rules, applicable procedures, regulations, and their rights at OPI PIB.

Training invitations were sent to all members of the target group (100%). Attendance at the sessions was voluntary, which meant that some employees opted not to participate.

Action 3. Extend the catalogue of work formats (flexible working hours, task-based work time, individual work time schedule, weekend work system, shortened weekday work system, interrupted work time, remote work, etc.)

Following changes to labour law that arose from the implementation of the EU Work-Life Balance Directive, OPI PIB updated its work regulations to introduce new measures designed to help employees reconcile their professional and private lives. These included carer's leave, leave from work due to *force majeure*, and flexible working hours for parents.

Action 4. Incorporate external circumstances that affect scientific productivity—such as parental leave, illness, and family care—into the evaluation of scientific, research, and technology employees

In 2023, the Head of OPI PIB revised the periodic performance system for scientific staff and scientific and research staff to allow consideration of external factors that might influence their career progression and productivity. This applies to periods of sick leave and parental leave in particular.

Action 5. Conduct initiatives that promote work–life balance

As part of this action, a guide for parents and caregivers was prepared and published, outlining all rights and benefits.

In 2023, OPI PIB joined the nationwide Two Hours for Family, Two Hours for People campaign, which aims to promote a workplace culture that supports family relationships and facilitates the reconciliation of professional and private lives. OPI PIB participated in the campaign again in 2024 and 2025. As part of the initiative, employees are allowed to leave work two hours early on one day in May to spend the time for themselves or with their loved ones.

Additional actions aimed at the promotion of the wellbeing of OPI PIB employees were undertaken in 2025. OPI PIB organised psychoeducational sessions that focused on mental wellbeing at work, helping employees to identify concerning symptoms and to learn tools for early intervention when wellbeing deteriorates. In addition, the institute conducted an evaluation survey to enable employees to self-assess their mental wellbeing and to identify their current difficulties, needs, and challenges.

OPI PIB employees can work remotely, which plays an important role in supporting work–life balance by ensuring greater flexibility and

helping employees manage their time more effectively. The number of remote working days is agreed with employees under individual remote work agreements, with the allowance exceeding the minimum specified in the Polish Labour Code. The detailed conditions for remote work are specified in OPI PIB's latest remote work regulations, which were implemented in 2025.

INTEGRATE THE BIOLOGICAL AND SOCIAL GENDER DIMENSION IN SCIENTIFIC RESEARCH AND INNOVATION

Action 1. Integrate gender and sex-related aspects into research and innovation

In accordance with the planned measures, OPI PIB modified the project proposal form in 2023 for applications submitted to its research and development committees. A new field was added to indicate whether the project design considered gender-related aspects, such as the needs, behaviours, and attitudes of women and men.

OPI PIB actively integrated a gender dimension into its research and the dissemination of research findings during the monitoring period. For example, in 2023, the findings of the *Why Do Women Starting Academic Careers Earn Less than Men? The progression of the gender pay gap in Poland's academic environment* study were presented at numerous scientific conferences. In 2025, Springer Nature published *Technology Enables Struggling with Everyday Life's Chores...*, an article that resulted from OPI PIB research on how technology supports the reconciliation of work and family life for women and men. The findings suggest that digital technologies can contribute to a more equitable balance between professional and private lives, particularly for women who are raising children.

Action 2. Integrate gender and sex-related aspects into educational content that is disseminated internally and externally

OPI PIB published a newsletter featuring the *How to integrate the gender dimension into Horizon Europe projects?* practical guide prepared by the National Contact Point for EU Research Programmes. The document serves as a valuable source of knowledge for researchers, innovation professionals, and project managers. It presents guidelines, good practices, and tools for applying the gender dimension at all stages of research and innovation.

Action 3. Continue gathering and storing data by sex and other gender and sex-related data in the systems that are administered by OPI PIB, such as POL-on, OSF, and ELA

OPI PIB plays a crucial role in higher education and science by developing IT systems and software that provide access to up-to-date and comprehensive information and data on those sectors. OPI PIB's systems—including the POL-on Integrated Network of Information on Science and Higher Education, the OSF Funding Stream Support System, and the ELA Polish Graduate Tracking System—collect data that can be presented, analysed, and broken down by sex. This data also serves as aggregated information for Poland as part of the She Figures reports that are published periodically by the European Commission in collaboration with national statistical correspondents (of which OPI PIB is one).

OPI PIB has continuously enhanced its IT systems to better incorporate gender considerations and support evidence-based science policy.

Action 4. Continue RAD-on's open access to data that pertains to the science and higher education system in Poland and present it divided by sex

The [RADon. Reports – Analyses – Data](#) portal enables a broad group of users to access data broken down by various criteria, including sex. It offers interactive reports on the higher education and science system in Poland that incorporate data on students, graduates, doctoral candidates, and academic and research institution staff. The reports are supplemented with expert commentary featured in the Intersectional Analysis section that analyses statistical data from the perspective of different dimensions of potential inequalities—for example, gender and age or gender and background.

RAD-on also contains publications in which gender equality in science is either the main focus of the analysis (*Women at Technical Universities*) or an important element of it (*Science in Poland; Gender equality plans in Polish research institutions; Dropout at Polish universities; and The development of artificial intelligence in the science sector in Poland*).

Action 5. Provide information on the presence of women in science, including in engineering and technology, and share relevant knowledge

OPI PIB supports the presence of women in science through a variety of informational, educational, and promotional initiatives. The RAD-on portal has featured the *Women in Science* and *Women at Technical Universities* interactive reports since 2024. The former presents data on women employed as academic teachers at higher education institutions in Poland, while the latter focuses on women who study at technical universities and in fields related to new technologies. The *Women at Technical Universities* series is developed in collaboration with the *Perspektywy Women in Tech* Foundation as part of the annual Girls as Engineers! and Girls go science!

campaigns, with OPI PIB's female experts contributing actively to the initiatives.

Each year, OPI PIB also participates in the [Women in Tech Summit](#), Europe's largest event for women who are interested in education and careers in technical and technology-related fields. The event is an opportunity for OPI PIB's female experts to participate in panel discussions and to present reports prepared at the institute on topics related to the conference.

Between 2023 and 2025, OPI PIB experts in gender equality in science were regularly featured on radio programmes, including on TOK FM, Radio 357, and Polskie Radio 24. Gender equality was also discussed in popular science articles, such as those published in [Nauka](#), and [BrandsIT](#).

Another key achievement was the launch of a dedicated tool for monitoring gender equality in the science sector. The [dashboard](#), developed as part of the GENDERACTIONplus project, enables the efficient processing and analysis of data concerning women's representation among students and graduates in Europe, the position of women researchers in the job market, and the so-called glass ceiling.

Summary and outlook for future actions

The transformation of organisational culture is a long-term process that relies on systemic initiatives and everyday management practice. It requires time, consistency, and genuine commitment from management and all employees of OPI PIB.

Some of the measures implemented to date will be continued under the new edition of the gender equality plan, which will further strengthen OPI PIB's equality-oriented culture, respond to emerging challenges, and consolidate positive changes in OPI PIB's structure and operations.

THE OBJECTIVES OF THE OPI PIB EQUALITY PLAN

1

PREVENT DISCRIMINATION AND VIOLENCE, INCLUDING DISCRIMINATION AND VIOLENCE BASED ON GENDER, AND FOSTER A CULTURE OF EQUALITY AND ACTIVE RESPONSES TO INAPPROPRIATE BEHAVIOUR THROUGH EDUCATIONAL INITIATIVES AND THE PROMOTION OF REPORTING AND SUPPORT MECHANISMS

2

ENSURE THE BALANCED REPRESENTATION OF MEN AND WOMEN IN MANAGEMENT PROCESSES, DECISION-MAKING, AND REPRESENTATION OF OPI PIB THROUGH MEASURES THAT SUPPORT EQUAL ACCESS AND THROUGH PROMOTION OF THE COMPETENCE PRIORITY RULE

3

ENSURE EQUAL OPPORTUNITIES IN RECRUITMENT, CAREER DEVELOPMENT, AND REMUNERATION THROUGH THE DEVELOPMENT AND CONSISTENT APPLICATION OF TRANSPARENT, NONDISCRIMINATORY RULES AND PROCEDURES

4

STRENGTHEN AN ORGANISATIONAL CULTURE THAT SUPPORTS WORK-LIFE BALANCE THROUGH THE IMPLEMENTATION OF SOLUTIONS THAT PROMOTE EMPLOYEE WELLBEING

5

INTEGRATE GENDER-SENSITIVE ANALYSIS INTO RESEARCH AND INNOVATION THROUGH THE DEVELOPMENT OF RESEARCH COMPETENCIES, THE INTRODUCTION OF APPROPRIATE PROCEDURES, AND THE MONITORING OF OUTCOMES

OBJECTIVES – ACTIONS – INDICATORS

The fundamental objective of OPI PIB's equality plan is to build an inclusive and supportive workplace culture. The institute seeks to create a work environment that is open to diverse ways of thinking, encourages critical reflection on existing assumptions, and is committed to developing solutions that remove both explicit and subtle barriers to equal opportunities.

OPI PIB prioritises raising awareness of existing stereotypes and unconscious bias, ensuring that everyone can pursue different roles according to their potential. The institute aims to move beyond the traditional linear approach to career development, as it recognises that career priorities can evolve throughout different stages of life.

OPI PIB's intention is to create diverse, flexible career pathways and to value each employee's potential regardless of their age, gender, or previous career. The institute is particularly committed to supporting work–life balance, which it considers to be a fundamental pillar of its organisational culture.

Having outlined the key principles and defined the overall direction of our equality policy, below is presented the specific objectives and actions that form the foundation of OPI PIB's new equality plan. The next section describes the planned actions, as well as the corresponding implementation indicators, the responsible and supporting units, and the completion deadlines. This approach facilitates the effective implementation of changes, the evaluation of their impact, and continuous progress monitoring.

OBJECTIVE



PREVENT DISCRIMINATION AND VIOLENCE, INCLUDING THAT BASED ON GENDER, AND FOSTER A CULTURE OF EQUALITY AND ACTIVE RESPONSES TO INAPPROPRIATE BEHAVIOUR THROUGH EDUCATIONAL INITIATIVES AND THE PROMOTION OF REPORTING AND SUPPORT MECHANISMS

1. What OPI PIB wants to achieve

OPI PIB's goal is to raise awareness throughout the institute of discrimination and violence, including gender-based forms, and of effective mechanisms for identifying and addressing them. It is important that OPI PIB employees understand what unequal treatment, harassment, and exclusion are; can identify such situations in practice; and know which procedures and tools are available to prevent them.

OPI PIB also seeks to promote a culture of responding to inappropriate behaviour and to support a shift in attitudes, helping create a workplace that is based on mutual respect and equality. It intends to ensure that participation in training sessions, workshops, and communication initiatives leads to greater confidence in responding to undesirable situations and reinforces collective responsibility for the workplace environment. These efforts reinforce OPI PIB's commitment to a positive workplace culture, mutual respect, and the prevention of workplace violence. This will help make the institute a safe, supportive, and welcoming environment for everyone in its orbit.

2. To whom OPI PIB's actions are addressed

- Job applicants interested in joining OPI PIB
- All employees of OPI PIB
- Management and senior staff members of OPI PIB

OBJECTIVE 1

PREVENT DISCRIMINATION AND VIOLENCE, INCLUDING THAT BASED ON GENDER, AND FOSTER A CULTURE OF EQUALITY AND ACTIVE RESPONSES TO INAPPROPRIATE BEHAVIOUR THROUGH EDUCATIONAL INITIATIVES AND THE PROMOTION OF REPORTING AND SUPPORT MECHANISMS

ACTION

1

Continue the application of bias-free language in all OPI PIB internal documents to promote equality, nondiscrimination, and integration

INDICATORS

Prepare and disseminate a brochure on the principles of using bias-free language in documents



end of 2027



Apply bias-free language in all new documents



on an ongoing basis, as of 2026



MAIN RESPONSIBLE UNITS

- Equality representative
- Head of the Social Communication Department (DKS)
- Office of the head of OPI PIB



OTHER RESPONSIBLE UNITS

All organisational units

ACTION

2

Prepare and share a language guide on nonviolent communication (NVC) grounded in respect and equality

INDICATORS

Prepare a language guide on nonviolent communication and share it on the OPI PIB intranet



by the end of the second quarter of 2027



MAIN RESPONSIBLE UNITS

- Equality representative
- Head of the Human Resources Department (DZKL)
- Head of DKS

ACTION

3

Inform OPI PIB employees of equality and diversity initiatives and disseminate educational and promotional materials on equality issues to increase awareness, engagement, and participation in the institute's equality initiatives

INDICATORS

Add a section on equality issues to the OPI PIB newsletter



as of 1 September 2026, in line with OPI PIB's newsletter publication schedule and current information needs



Conduct an e-learning course on equality



as of 2026, once every two years



MAIN RESPONSIBLE UNITS

- Equality representative
- Head of DKS

ACTION

4

Raise awareness among OPI PIB employees of workplace violence—including bullying, microaggression, and gender-based violence—through educational activities such as awareness campaigns, publication of informational materials, and reminders about applicable procedures and support mechanisms. This action seeks to broaden knowledge of how violence occurs, promote a violence-free organisational culture, and enhance employees' ability to identify and respond to undesirable behaviour

INDICATORS

Prepare and publish regular intranet messages reminding employees of the applicable antibullying procedures; mechanisms for countering violence, including gender-based violence; and the available channels for reporting irregularities



as of 2026, once a year, by the end of the applicable period



MAIN RESPONSIBLE UNITS

- Equality representative
- Head of DZKL
- Head of DKS

ACTION

5

Develop collaboration with organisations across the science, higher education, and business sectors to promote and disseminate equality and diversity principles, and to share good practices

INDICATORS

Develop collaboration with organisations across the science, higher education, and business sectors to promote and disseminate equality and diversity principles, and to share good practices



as of 2027, by the end of the first quarter of each year



MAIN RESPONSIBLE UNITS

Equality representative



OTHER RESPONSIBLE UNITS

Employees responsible for ensuring collaboration

ACTION

6

Monitor equality-related activities implemented as part of the plan and disseminate monitoring results to ensure transparency, evaluate progress, and plan future actions

INDICATORS

Prepare a periodic report that summarises actions implemented as part of the plan and publish it on the OPI PIB website



as of 2027, by the end of the first quarter of every year



MAIN RESPONSIBLE UNITS

Equality representative



OTHER RESPONSIBLE UNITS

Head of DKS

ACTION

7

Conduct a survey among OPI PIB employees on working conditions and equal treatment using the Gender Equality and Monitoring (GEAM) tool

INDICATORS

Prepare the survey report and share it with OPI PIB employees



by the end of the second quarter of 2028



MAIN RESPONSIBLE UNITS

Equality representative



OTHER RESPONSIBLE UNITS

Head of DKS

2

OBJECTIVE

ENSURE THE BALANCED REPRESENTATION OF MEN AND WOMEN IN MANAGEMENT PROCESSES, DECISION-MAKING, AND REPRESENTATION OF OPI PIB THROUGH MEASURES THAT SUPPORT EQUAL ACCESS AND THROUGH PROMOTION OF THE COMPETENCE PRIORITY RULE

1. What OPI PIB wants to achieve

The Polish Labour Code implemented Directive 2006/54/EC of the European Parliament and of the Council of 5 July 2006 on the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation. OPI PIB is committed to ensuring that the recruitment process for job applicants aligns with the principles of fairness and equal treatment. It is also vital that all employees of OPI PIB have equal opportunities for career progression and the pursuit of professional interests. Of particular importance is overcoming the gender pay gap, which, according to Eurostat, is wider in the research and development sector in most European countries than the average gender pay gap in other sectors. In 2014, these disparities in Poland reached 17% and 8%, respectively, in favour of men. Finally, OPI PIB wants its employees to realise the significance of gender diversity at the institute. Every year, OPI PIB will publish a report that describes actions the institute has implemented and changes it has introduced.

2. To whom OPI PIB actions are addressed

- All employees of OPI PIB
- Management and senior staff members of OPI PIB

OBJECTIVE 2

ENSURE THE BALANCED REPRESENTATION OF MEN AND WOMEN IN MANAGEMENT PROCESSES, DECISION-MAKING, AND REPRESENTATION OF OPI PIB THROUGH MEASURES THAT SUPPORT EQUAL ACCESS AND THROUGH PROMOTION OF THE COMPETENCE PRIORITY RULE

ACTION

1

Promote gender balance in OPI PIB's management structures, accounting for the gender proportions within the relevant professional groups at the institute. Balanced representation enables diverse perspectives to be incorporated into decision-making, and enhances transparency and fairness in management. A key diagnostic element is the regular monitoring of the representation of men and women in management structures, which constitutes the basis for informed equality policy

INDICATORS

Prepare regular reports that analyse the representation of women and men in OPI PIB's management structures, with consideration for the gender proportions within the relevant professional groups at the institute



as of 2027, by the end of the first quarter of each year



MAIN RESPONSIBLE UNITS

- Head of DZKL
- DZKL team
- Equality representative

ACTION

2

Organise training sessions to develop leadership skills among employees from underrepresented groups in OPI PIB's management and decision-making structures. The aim is to promote equal opportunities for career advancement and participation in decision-making, encourage diverse perspectives, and strengthen the representation of groups that have been underrepresented in leadership roles

INDICATORS

Organise at least one leadership skills training session for underrepresented groups



by the end of 2028

Number of employees participating in the training session(s); based on the needs of the institute



as needed



MAIN RESPONSIBLE UNITS

- Head of DZKL
- Equality representative

3

OBJECTIVE

ENSURE EQUAL OPPORTUNITIES IN RECRUITMENT, CAREER DEVELOPMENT, AND REMUNERATION THROUGH THE DEVELOPMENT AND CONSISTENT APPLICATION OF TRANSPARENT, NONDISCRIMINATORY RULES AND PROCEDURES

1. What OPI PIB want to achieve

Work-life balance is an inherent element of this gender equality plan. It focuses on supporting employees in reconciling their professional responsibilities and family lives, as well as promoting equal opportunities. Ensuring that employees maintain a work-life balance correlates with greater wellbeing and increased effectiveness at work. Work-life balance solutions are also essential for retaining talent at OPI PIB.

The introduction of work-life balance actions follows the implementation of the Directive of the European Parliament and of the Council on work-life balance for parents and carers by the EU member states. The directive promotes a proper balance between family and professional commitments, and the flexibility of employers and employees. It also provides for more equal opportunities for men and women at home and at work.

OPI PIB believes that its actions will help to reconcile work and private life, and combine working for OPI PIB with the pursuit of scientific careers. OPI PIB's initiatives also cater to the needs of those who are returning to work after extended absences.

2. To whom OPI PIB's actions are addressed

- Job applicants interested in joining OPI PIB
- All employees of OPI PIB
- The management team of OPI PIB (this aligns with the approach to shaping data-driven internal policy)

OBJECTIVE 3

ENSURE EQUAL OPPORTUNITIES IN RECRUITMENT, CAREER DEVELOPMENT, AND REMUNERATION THROUGH THE DEVELOPMENT AND CONSISTENT APPLICATION OF TRANSPARENT, NONDISCRIMINATORY RULES AND PROCEDURES

ACTION

1

Monitor recruitment processes for transparency, openness, and gender equality to ensure equal employment opportunities for men and women. The action includes the analysis of employment structure data and the preparation of recruitment reports

INDICATORS

Prepare periodic reports that analyse the participation of men and women in recruitment and employment processes



as of 2027, by the end of the first quarter of each year



MAIN RESPONSIBLE UNITS

- Head of DZKL
- Equality representative



OTHER RESPONSIBLE UNITS

DZKL

ACTION

2

Analyse employee turnover, including breakdowns by gender and age, and implement corrective measures when the established threshold is exceeded. The objective is to assess workforce stability, identify potential factors that contribute to employee turnover, and introduce appropriate corrective measures

INDICATORS

Prepare periodic reports on employee turnover that includes breakdowns by gender and age



as of 2026, at least once every six months



Implement corrective measures when the employee turnover rate exceeds the 6% threshold

as of 2027, as needed



MAIN RESPONSIBLE UNITS

- Head of DZKL
- Equality representative



OTHER RESPONSIBLE UNITS

- The management team of OPI PIB
- DZKL

ACTION

3

Regularly monitor data on the career development pathways of men and women—including on the pace of career advancement and attainment of academic degrees—to identify potential inequalities and barriers to promotion and to provide a basis for planning actions to support equal opportunities in career development

INDICATORS

Prepare periodic reports on the pace of career advancement and academic degree attainment among men and women



as of 2027, by the end of the first quarter of each year



MAIN RESPONSIBLE UNITS

- Equality representative
- Head of DZKL



OTHER RESPONSIBLE UNITS

DZKL

ACTION

4

Prepare an analysis of men's and women's remuneration at OPI PIB to monitor potential pay gaps, support management decisions on remuneration policy, and plan measures to reduce the pay gap

INDICATORS

Prepare periodic reports on the remuneration of men and women by division, job group, and function. Submit the reports to the management team of OPI PIB



as of 2027, by the end of the first quarter of each year



MAIN RESPONSIBLE UNITS

- Head of DZKL
- Equality representative

4

OBJECTIVE

STRENGTHEN AN ORGANISATIONAL CULTURE THAT SUPPORTS WORK-LIFE BALANCE THROUGH THE IMPLEMENTATION OF SOLUTIONS THAT PROMOTE EMPLOYEE WELLBEING

1. What OPI PIB wants to achieve

OPI PIB seeks to develop an organisational culture under which every employee feels included, respected, and treated fairly. OPI PIB should be a workplace that welcomes diversity, promotes equality, and recognises employees' individual needs and experiences in the everyday functioning of the institute. The institute's priority is to strengthen the sense of community, shared responsibility, and mutual support.

OPI PIB also plans to introduce and develop solutions that enable employees to maintain a healthy balance between their professional and personal lives. Flexible work models, employee-friendly leave policies, and support for those who reconcile professional and family responsibilities will help ensure that work can be better adapted to individual circumstances. These efforts will promote employee satisfaction, motivation, and wellbeing, contributing to greater organisational effectiveness and reinforcement of OPI PIB's reputation as an attractive employer.

2. To whom OPI PIB's actions are addressed

- Job applicants interested in joining OPI PIB
- All employees of OPI PIB
- The management team of OPI PIB

OBJECTIVE 4

STRENGTHEN AN ORGANISATIONAL CULTURE THAT SUPPORTS WORK-LIFE BALANCE THROUGH THE IMPLEMENTATION OF SOLUTIONS THAT PROMOTE EMPLOYEE WELLBEING

ACTION

1

Organise re-onboarding training sessions to support employees returning to work after extended breaks (e.g. periods of parental, medical, or unpaid leave) to facilitate their reintegration into the organisational environment, reduce return-to-work stress, and enhance the effectiveness of their professional reintegration. This action contributes to the development of an organisational culture based on mutual support

INDICATORS

100% of employees returning to work after extended breaks are invited to participate in re-onboarding training sessions



as of 2026, as needed

Organise periodic re-onboarding training sessions



as of 2026, as needed, at least once a year



MAIN RESPONSIBLE UNITS

- Heads of departments and laboratories
- Equality representative



OTHER RESPONSIBLE UNITS

- Head of DKS
- Head of DZKL

ACTION

2

Organise and promote initiatives that support work-life balance to improve employee wellbeing, motivation, effectiveness, and engagement, and to enhance OPI PIB's attractiveness as an employer. The activities include initiatives that promote good practices in time management, stress reduction, and healthcare, as well as participation in nationwide programmes that support work-life balance

INDICATORS

Organise regular initiatives that promote work-life balance



as of 2026, at least once a year



MAIN RESPONSIBLE UNITS

- Equality representative
- Head of DZKL



OTHER RESPONSIBLE UNITS

- Head of DKS

ACTION

3

Regularly monitor, analyse, and report organisational initiatives aimed at improving employee wellbeing, including activities that support physical and mental health, work-life balance, and a culture of mutual support. Regular data collection and reporting aim to support management decision-making, enhance OPI PIB's attractiveness as a workplace, reduce employee turnover, and strengthen team engagement

INDICATORS

Prepare periodic reports on organisational initiatives aimed at improving employee wellbeing



as of 2027, by the end of the first quarter of each year



MAIN RESPONSIBLE UNITS

- Head of DZKL
- The management team of OPI PIB



OTHER RESPONSIBLE UNITS

- Equality representative
- Head of DKS

5

OBJECTIVE

INTEGRATE GENDER-SENSITIVE ANALYSIS INTO RESEARCH AND INNOVATION THROUGH THE DEVELOPMENT OF RESEARCH COMPETENCIES, THE INTRODUCTION OF APPROPRIATE PROCEDURES, AND THE MONITORING OF OUTCOMES

1. What OPI PIB wants to achieve

OPI PIB seeks to systematically integrate a gender perspective into research and innovation conducted at the institute. As a result, OPI PIB's projects will exhibit higher methodological quality, producing more relevant results that better address the diverse needs of society. Integrating this perspective will help prevent errors caused by failures to account for differences, as well as supporting the creation of more innovative and socially responsible solutions.

OPI PIB's objective is to enhance researchers' skills in this field by delivering training, workshops, and practical guidelines. It also seeks to establish procedures that facilitate and monitor the inclusion of a gender perspective in research projects and grant applications. This will strengthen OPI PIB's position as a modern institution that meets European standards and contributes meaningfully to the advancement of science and innovation for the benefit of Polish society.

2. To whom OPI PIB's actions are addressed

- Members of scientific staff and scientific and research staff of OPI PIB
- Employees engaged in the acquisition and implementation of innovative research and development projects as part of calls for proposals that are funded by EU and national agendas.

OBJECTIVE 5

INTEGRATE GENDER-SENSITIVE ANALYSIS INTO RESEARCH AND INNOVATION THROUGH THE DEVELOPMENT OF RESEARCH COMPETENCIES, THE INTRODUCTION OF APPROPRIATE PROCEDURES, AND THE MONITORING OF OUTCOMES

ACTION

1

Prepare a short guide/checklist for research teams on how to incorporate gender analysis into research and projects

INDICATORS

Publish the guide on the OPI PIB intranet



by the end of the second quarter of 2027



MAIN RESPONSIBLE UNITS

Equality representative



OTHER RESPONSIBLE UNITS

Employees who conduct research on gender equality

ACTION

2

Introduce a requirement to address whether and how gender is considered in research in the application form submitted to the OPI PIB ethics committee

INDICATORS

Include a relevant field in the application form submitted to the OPI PIB ethics committee



by the end of the second quarter of 2027



MAIN RESPONSIBLE UNITS

Head of the ethics committee



OTHER RESPONSIBLE UNITS

Equality representative

ACTION

3

Develop an advisory mechanism for integrating gender analysis into research projects (e.g. appointing a dedicated advisor or team, with short consultations available to applicants)

INDICATORS

Launch the advisory mechanism (advisor/team)



by the end of 2026



MAIN RESPONSIBLE UNITS

Equality representative



OTHER RESPONSIBLE UNITS

Employees who conduct research in gender equality

ACTION

4

Promote and disseminate knowledge on the sex/gender dimension through the regular updating of a dedicated section on the OPI PIB internal platform/intranet with materials and tools that support gender analysis in research, the organisation of internal seminars, and collaboration with other institutions to share successful practices

INDICATORS

Regularly update the dedicated section on the OPI PIB internal platform or intranet



as of 2026, at least once a quarter

Publish at least five materials per year on the internal platform or intranet



as of 2027, annually

Organise at least one seminar on the sex/gender dimension in research



by the end of 2028



MAIN RESPONSIBLE UNITS

Equality representative



OTHER RESPONSIBLE UNITS

Employees who conduct research in gender equality

MONITORING MECHANISM FOR THE GENDER EQUALITY PLAN

The implementation of the equality plan will be monitored regularly by the equality representative. This process will not only assess the effectiveness of the measures implemented, but will also support OPI PIB in applying the principle of equal treatment consistently across all areas of its operations. The monitoring process will incorporate analysis of progress in implementing the actions included in the equality plan, an assessment of the achievement of the indicators set for each objective, and the identification of barriers and difficulties that might have impacted the implementation of the plan.

If the defined indicators are not achieved, the underlying reasons will be analysed and appropriate corrective measures will be implemented. If new challenges or unforeseen circumstances arise, the equality plan may be updated, and the changes will be communicated publicly in a clear, transparent, and accessible manner.

Upon completion of the equality plan's implementation period in 2028, a final report will be prepared that summarises the overall implementation process, the outcomes achieved, and the equality plan's impact on OPI PIB's functioning. The report will serve as a foundation for the development of future equality strategies.

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