

Equal Opportunities Plan of the German Institutes of Textile and Fiber Research Denkendorf (DITF) *-Version 1.0-*

I. Preamble

The Equal Opportunities Plan of the DITF is based on the constitutional anchoring of equal rights for women, men and diverse persons, the Federal Equal Opportunity Act (BGleiG) as well as the Act on the Realization of Equal Opportunities for Women and Men in Public Service in Baden-Württemberg (Equal Opportunities Act - ChancenG), to the application of which the DITF are committed.

The DITF understand the realization of gender equality as a central cross-sectional task that extends to all areas of work. The Executive Board is committed to implementing measures to strengthen equal opportunities at the DITF. In recent years, numerous measures for the realization of equal opportunities have been initiated and successfully implemented, e.g. ZUSANNAH.

The DITF continue to set themselves the goal of explicitly promoting women by offering them special qualification and further training opportunities, achieving the most balanced possible ratio of female and male employees at all career levels and in all areas of work, and strengthening the compatibility of family and career - for scientists as well as in the science supporting sector.

The present equality plan is the first of the DITF and has a term of four years (2022 - 2025). The DITF are committed to updating the equality plan, the implementation of which is evaluated annually by the Executive Board, the Equal Opportunities Officer (if applicable, the Equal Opportunities Representative)¹ and a member of the Staff Council.

II. Stocktaking

As of September 30, 2021, 232 people are employed at the DITF. The number of female employees is 96, the number of male employees 136. 41.4 % of all employees at the DITF are female, 58.6 % male. 0 % of the employees have indicated their gender as diverse.

124 TV-L (Collective Agreement for the Public Service of the Federal States) employees work in the non-scientific area (administration, technical staff and laboratory assistants), 65 of them women (52.4 %) and 59 men (47.6 %).

The area is supported by 7 auxiliary staff, 4 women (57.1 %) and three men (42.9 %). Thus, women are overrepresented in the non-scientific area.

¹ The Equal Opportunities Officer can always be represented by her deputy.

In the area of scientific staff, 33 women and 75 men are employed. The proportion of women is thus 30.6%. As of September 30, 2021, there are three male doctoral students, seven female doctoral students and two female fellows at the DITF. Of the 31 student and research assistants assigned to the scientific staff, 19 (61.3%) are female. Women are thus underrepresented in the scientific field and overrepresented in the field of young scientists. In order to achieve a balanced employment structure, the DITF have decided to apply the so-called "cascade model" in accordance with the Joint Science Conference (GWK). The cascade model serves the goal of realizing equal opportunities in the participation of women and men on all scientific career levels and to use the existing skills for research and teaching. The basic idea of the cascade model is that the proportion of women at a higher qualification level should be based on the proportion of women at the level below. However, the cascade model is not intended to override the criterion of performance. In this sense, flexible target quotas are to be determined for different pay and qualification levels.

At the DITF, flexible target quotas were set for scientific staff, which initially apply until the end of 2025: A target quota of 45% was set for salary level 1 (pay grade E 12/E 13). As of September 30, 2021, 23 female scientists are employed here. At present, the proportion of women at this salary level is 41.8%, which is close to the target rate. At salary level 2 (pay grade E 14), the target rate is 35%. As of September 30, 2021, three female scientists are classified here; the current percentage of women is 27.7%. The target quota in salary level 3 (pay grade E 15/E 15Ü) is set at 10%. There are 18 positions, one of which is occupied by a female scientist. This corresponds to a quota of 5.6%. The target quota has therefore not yet been reached.

III. Targets and Measures

With the Equal Opportunities Plan and its update, the DITF pursue the goal of ensuring equal opportunities at the DITF.

Balanced employment structure

The DITF strive for a gender-equitable employment structure characterized by a balanced ratio of female and male employees at all career levels, in all pay grades and work areas. In this way, it aims both to promote women in specialist areas and pay grades in which they have so far been underrepresented and to take account of men in areas where men are underrepresented. The cascade model within the framework of the DFG's "Research-Oriented Standards for Gender Equality" is of central importance in this context. It is intended to increase the proportion of female scientists in higher career levels and pay grades until a balanced employment structure is achieved. With regard to increasing the proportion of women in scientific management positions, progress has already been made at the DITF, for example by filling the position of the Center for Management Research at the DITF with a woman as early as 2010. Furthermore, since 2017, the position of a deputy member of the Executive Board or authorized

signatory has also been held by a woman. In addition, in 2020 and 2021 the positions of a deputy Head of Competence Center and Service Center as well as the position of a team leader have been filled by three women. As of 01.01. 2022, the position of head of the Technology Center Knitting Technology will be filled by a woman. In the future, the visibility of women is also to be increased: For example, the participation of women, e.g. as speakers, at events, conferences and colloquia at the DITF is to be strengthened.

Compatibility of career and family

- An important element in the implementation of equality at the DITF is the further strengthening of the compatibility of work and family. In principle, much has already been achieved in this area: The service agreement on flexible working hours, which was last revised in 2016, provides for a high degree of flexibility in the organization of working hours. All employees are offered the option of flexi-time.
- Since 2019, scientists have been able to work at home for up to two days per week via the work agreements Mobile Working and Home Office.
- In addition, special family-related arrangements for specific working time models have been devised and practiced in some cases. Family-related leave (parental leave and care of relatives) and reduction of working hours are handled flexibly and individually and are available to female and male employees with the approval of the Executive Board. During parental leave or leave of absence, contact is maintained by the DITF if desired.
- All jobs can usually be filled by part-time employees. Part-time and parental leave shall be considered when evaluating performance. Meetings and internal information events are generally to be held at family-friendly times. Finally, the DITF strive to expand the instrument of organizing qualified childcare in the future through agreements with sponsors located at the headquarters of the DITF in order to give employees with family obligations better work opportunities.

The Executive Board, the Heads of the Competence, Technology and Service Centers, Equal Opportunities Officers and the Staff Council are available as contacts for these issues.

Recruitment

As a rule, vacancies are advertised publicly or to the public at the institute. The participation of the Equal Opportunities Officer and her representative in the selection process is ensured from the very beginning. The Equal Opportunities Officer is informed in advance about the texts of the advertisements. The tender specifications are

formulated in a gender-neutral manner. As a rule, they contain the following reference to equality:

"The German Institutes of Textile and Fiber Research Denkendorf would like to increase the proportion of women among its employees and are therefore particularly interested in applications from women. Severely disabled persons will be given preference in the case of corresponding suitability."

The Equal Opportunities Officer or her deputy will be called in for all interviews upon request. When invitations to interviews are issued, care is taken to achieve a balanced ratio of female and male applicants as far as possible. If an equal number cannot be reached, approximately the percentage of candidates corresponding to the total field of applicants will be invited. In every selection procedure, equal opportunities are considered on the condition of equal suitability, ability and professional performance. Parental leave is explicitly considered in the evaluation of achievements - especially the publication achievements of scientists.

Personnel development

The DITF actively promote professional development and continuing education for both scientists and science support staff. Participation in suitable measures takes place in consultation with superiors and employees in order to examine development opportunities and find realistic instruments for implementation. In-house training and further education measures (lectures, conferences, seminars on various fields of competence such as communication or presentation techniques) are open to all members of the DITF, insofar as their official duties permit. To the extent possible, these events are held in a time frame that allows employees to meet their family obligations. All employees are encouraged to apply for admission to continuing education programs and are supported accordingly. The Executive Board decides on financial participation in the continuing education programs. This applies both to the continuing education program of the Center for Continuing Education at the University of Stuttgart and to the continuing education program of Innovationsallianz Baden-Württemberg (InnBW) and its affiliated institutions. Similarly, for corresponding funding programs of the German Industrial Research Association Konrad Zuse e.V. (ZUSE community).

In view of the already high percentage of women in the field of young scientists, the DITF strive to particularly promote the career planning of female scientists in addition to the existing measures for the promotion of young scientists.

Gender-sensitive communication

The DITF disapprove of any kind of discrimination and sexual harassment and ask all employees to support measures against it. The DITF consider it an obligation to protect their employees - regardless of gender - from this in the workplace. The principle of

equal treatment in the sense of the General Equal Treatment Act (AGG), in particular § 3, is applied at the DITF. This also includes gender-sensitive language, which is cultivated within the framework of internal and external communication at the DITF.

Equal Opportunities Officer

In 2007, the positions of Equal Opportunities Officer and Deputy Equal Opportunities Officer were created. The Equal Opportunities Officer and her deputy support the Executive Board in an advisory capacity. The Executive Board supports the Equal Opportunities Officer in the proper performance of her work. The Equal Opportunities Officer is involved in all decision-making processes on personnel and social matters relating to equal opportunities for women and men, the compatibility of family and employment, and protection against sexual harassment in the workplace. She is involved in personnel decisions and reports annually to the DITF Executive Board. In order to further strengthen the Equal Opportunities Officer, it is planned to make her visible in the DITF organizational chart. On the other hand, starting with the 2022 financial year, the Equal Opportunities Officer will manage her own annual budget, which she will dispose of herself - after informing the Executive Board. This budget (amounting to 5,000 euros per year) will be used, for example, to finance women's meetings, seminars for women or on the topic of equal opportunities, the organization of lecture series and the financing of travel expenses in the context of further training, and network meetings of equal opportunity officers.

IV. Final Clauses

The Equal Opportunity plan comes into force on 01.01.2022. It will be announced in the respective version according to ChancenG BW § 5 para. 6, among others on the homepage of the German Institutes of Textile and Fiber Research Denkendorf.

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