

Equality Plan of the Max Planck Institute for Infection Biology

Dear Institute members,

The Max Planck Institute for Infection Biology (MPIIB) can now look back on a long-standing culture of gender equality. The success of this culture is reflected, among other things, in an above-average proportion of women in all status groups. This is largely due to the close cooperation of all those involved in science, the service areas and the administrative sector.

This equality plan is the first of our Institute's kind. It is intended to inform others about the current situation in the different hierarchical levels at the Institute and, at the same time, point out perspectives for future gender equality work. The equality plan will define measures that make it possible to achieve a consistent academic career, regardless of gender, origin, religion or sexual orientation. As we move forward, we still leave too much creative scientific potential behind. The causes are manifold. The task and goal of this equality plan is to counteract them.

Berlin, November 2018

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Preamble

The MPIIB's gender equality concept follows the principles of the gender mainstreaming approach. The guiding idea is not to restrict gender equality to specific measures, but to question and consider all decision-making processes and measures with regard to their possible effects. In line with this approach, the MPIIB sees gender equality as a task for all areas of the Institute. The responsibility for implementation of the gender equality mandate lies in particular with the Institute's scientific management and its executives.

The MPIIB derives the following overarching goals from these principles:

- Increasing the proportion of women or men at all qualification levels and in all status groups in which a gender is underrepresented,
- The development of family-friendly framework conditions for all members of the Institute,
- The strengthening of gender and diversity awareness in the Institute,
- Equal opportunity-oriented organizational development that takes into account the different life situations and interests of women and men in all decisions.

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I. Review of the Situation

As of November 2018, a total of 209¹ people, 60% of which were women and 40% were men, were working under the leadership of three directors at the MPIIB.

Further analysis of the gender relations is presented in Figure 1.

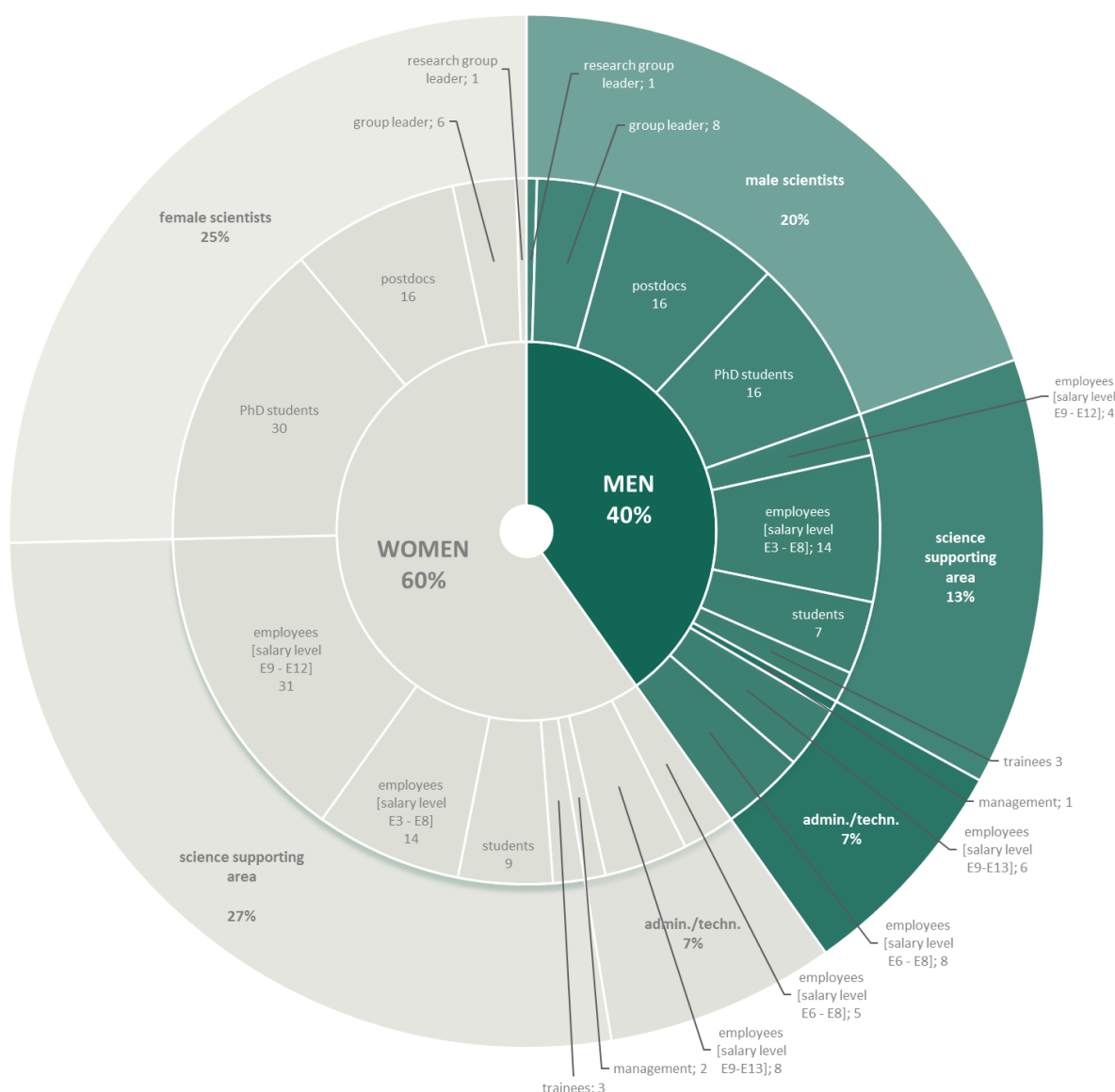


Figure 1: Presentation of gender relations (total number of persons: 209, Nov. 2018)

- **Institute:** inner ring (percentages of men/women in relation to the total number),
- **Status groups:** middle ring (number of men or women, plus salary grouping level for employees) and
- **Areas:** outer ring (percentages male/female in relation to total number)

¹ Including stipends, guests and student assistants

In the analysis, science areas, the science-supporting section and administration/technology are shown in the outer ring. In each of these areas, the absolute number as well as the proportion of women is higher than that of men.

A closer look within the areas, i.e., at the level of the middle ring status groups, shows a similar picture with one exception. Starting with science, the Institute has a women's share of 50% independent research group leaders (RGL), 43% group leaders, 50% postdoctoral employees and 65% doctoral students. The science-supporting sector, which includes, in particular, the scientific and technical assistants (TA), student assistants and trainees, shows at least a 50% share of women in all of the groups, and even 69% in the TA sector. In the area of administration/technology, the proportion of women is 67%, particularly at the management level with a female administrative manager and a female scientific coordinator. Two levels below, which are grouped together according to the salary level with respect to the collective bargaining agreement for public service (TVöD) into the two classes with employees in EG9 - EG13 and EG6 - EG8, the proportion of women at the higher grouping level is 57% and the lower at 38%.

The conclusions of the analysis are as follows:

- The appointment of directors is the responsibility of the Max Planck Society (MPS), and the Institute has very little influence here.
- Within the Institute's area of responsibility, the proportion of women is essentially either balanced or disproportionately high in the area of doctoral students and TAs.
- The gender mainstreaming approach pursued at the Institute to date has proved its effectiveness and should be continued.

II. Equality Objectives at the MPIIB

The analysis shows that the proportion of women is above average at all levels below the board of directors in the area of science, especially compared to other institutions in the life sciences sector. Taking these findings into account, the Institute formulates the following objectives for the next period:

1. The creation of framework conditions that ensure that women scientists do not suffer any professional disadvantages during interruptions in their scientific career due to pregnancy or breastfeeding.
2. Flexibility in granting parental leave and working time models for mothers and fathers.
3. Promoting an organizational culture characterized by gender and diversity awareness and intercultural competence. The MPIIB rejects all forms of discrimination, sexual harassment, bullying and discrimination in the workplace. The MPIIB considers it its duty to protect all employees - women and men alike - from such discrimination.

4. Regular systematic collection and analysis of gender equality data. The Institute shall perform in-depth analyses with regard to temporary and permanent employment relationships, age structure and family backgrounds in order to take these factors into account in future decisions.
5. Expansion of an equality-related recruiting philosophy and personnel policy.
6. Evaluation and further development of measures to improve effective gender equality measures.

III. Fields of Action

Regarding 1: Information and support services for pregnant and breastfeeding women working in the laboratories, including the MPS's catalogue of measures.

Regarding 2: Exploration of the legal framework and establishment of proactive consultation by the Institute's Human Resources Department.

Regarding 3: Involvement of Equal Opportunity Officer in on-boarding and regular informational events on this topic. Identification and communication of best practice examples. Promotion of further and advanced training measures for intercultural competence.

Regarding 3: Employees who feel or are affected by sexual harassment, bullying or discrimination have the right to seek advice and support from the Works Council, the Equal Opportunities Officer, their superiors, persons they trust or the Occupational Health Service.

Regarding 4: Adequate data maintenance in the personnel management system (PVS). Definition of an evaluation scheme. Establishment of an annual reporting system.

Regarding 5: Establishment of a permanent working group on the subject of gender equality across the Institute and status groups. Gender parity in the composition of selection commissions and consideration of different life situations and interests of women and men in the application process.

Regarding 6: Raising awareness of the issue in the Institute's committees, involving the representatives of the individual status groups in decision-making processes.

IV. Measures

The following measures to promote equal opportunities are already established at the Institute:

- Reference to the support possibilities of the MPS and the Institute and advice immediately upon notification of pregnancy, especially in reference to the MPS guideline "Maternity Protection in the Laboratory".
- Related to the individual case: Creation of suitable specific laboratory work options for the period of pregnancy and breastfeeding or development of compensation measures.
- Adequate rooms for nursing mothers.
- Temporary part-time work (parental leave and reduction in working hours due to childcare): The MPIIB supports family-related "leave of absence" - expressly also for male employees - within the framework of statutory and collective bargaining regulations. Leave of absence for family-related reasons does not give rise to any serious disadvantages.
- Flexible working hours: The wish for a reduction or increase in working hours as well as flexibilisation of working hours is enabled within the framework of the options offered by the workplace.
- Cooperation with a day care center close to the Institute (INA Kindergarten, Habersaathstrasse 5): A prognosis-based contingent of childcare places is available especially for Institute members or can be expanded at short notice.
- Information about subsidies for child care at conferences by the MPS.
- Online portal with childcare information.
- Cost center for equality issues and budgeting of measures.
- Use of a gender-appropriate language.

Additional targeted measures:

- Regular workshops and interactional formats for female and male scientists to promote their further scientific career that take pregnancy and parental leave into account.
- Perception and communication training with regard to gender aspects and different cultural backgrounds.
- Increase the visibility of exceptional careers both in science and beyond using all of the Institute's formats and communication channels.
- Appreciation of parenthood: The Human Resources Department sends a congratulation card from the director and a small gift to employees who report the birth, adoption or fostering of a child.

V. Recruitment

Job announcements are written in gender-neutral language and/or consider the female and male form. Qualified women can and should be consciously addressed and encouraged to apply. Women are given preference in areas where women are under-represented until they are no longer under-represented, provided that their aptitude, skills and professional performance are of equal value.

Prior to the call for applications, the supervisor may receive a reference to the objectives in the equality plan. During the call for tenders, reference is made to the Equal Opportunities Officer, who is informed about the further procedure.

VI. Evaluation and Continuation

The gender equality plan shall be evaluated at the beginning of each year, preferably in January. The first review is scheduled for January 2020. It will be based on a review of the annual financial statements. In addition to the analysis and evaluation, the report will contain recommendations for updating. If necessary, further targets and additional measures will be added.

VII. Implementation and Enforcement

The Equal Opportunities Plan was first drawn up by the Institute's management in 2018 with the participation of the Equal Opportunities Officers and will come into force on 01.01.2019.

It is published via the Institute's organizational handbook, the intranet and other communication channels:

<https://extranet.MPS.de/sites/events/gleichstellungsplan/Seiten/default.aspx>