

Paul Drude Institute for Solid State Electronics, Leibniz Institute within the Forschungsverbund Berlin e.V.

Gender equality plan

02/2022 - 12/2025

Preamble

Science and research thrive on the greatest possible diversity of ideas and approaches, which is supported by the creative diversity of researchers. Successful collaboration and intellectual exchange thrive best in an atmosphere of curiosity, openness and respect. This is why the PDI actively supports and promotes equal opportunities for women and men. We are committed to the values of diversity, fairness and the equal inclusion of all employees.

This equality plan describes the action goals that the PDI has set itself, the measures that will be taken to achieve the goals and the metrics for measuring success in their implementation. The equality plan is based on the following fundamental agreements, guidelines and standards:

- the "Agreement on the Promotion of Gender Equality in Implementation of the Gender Equality Implementation Agreement (AVGlei) of October 27, 2008 amended by the resolution of the Joint Science Conference (GWK) between the Forschungsverbund Berlin e.V. (FVB) and the State of Berlin of April 22, 2016
- the "Guidelines on Equal Opportunities in the Leibniz Association" (2012) of the Leibniz Association's Equal Opportunities Working Group¹
- the Leibniz equality standards (2016)²

1. Employment structure at the PDI

a. Managing and supervisory bodies

The highest hierarchical level of the PDI is occupied by the Scientific Director Roman Engel-Herbert and the Managing Director of the FVB Nicole Münnich. The PDI's Scientific Advisory Board, which consists of up to 12 members, currently comprises 7 male and 3 female scientists.

b. Overview of employment structure in 2021

The number of employees at the PDI has been declining since 2017, falling from a total of 107 in 2017 to 80 in 2021. For example, the number of doctoral students has fallen from 25 to 13 during this period, including 5 female doctoral students (almost 46%).

¹ https://www.leibniz-gemeinschaft.de/fileadmin/user_upload/Bilder_und_Downloads/%C3%9Cber_uns/Chancengleichheit/Chancengleichheit_L_eitfaden_2012.pdf

² <https://www.leibniz->

[gemeinschaft.de/fileadmin/user_upload/Bilder_und_Downloads/%C3%9Cber_uns/Chancengleichheit/Leibniz-Gleichstellungsstandards.pdf](https://www.gemeinschaft.de/fileadmin/user_upload/Bilder_und_Downloads/%C3%9Cber_uns/Chancengleichheit/Leibniz-Gleichstellungsstandards.pdf)

Employees	People	Total women	% Women
Total	80	23	29
<i>Scientific staff</i>	46	8	17
of which doctoral students	13	5	46
PostDocs	11	2	18
Senior Scientists	18	1	6
Management staff	4	0	0
<i>Science-related personnel</i>	29	13	45
<i>Administrative staff</i>	2	1	50
<i>Other personnel</i>	3	1	33

Table 1: Employees at the PDI in calendar year 2021. Senior scientists are all scientists with a doctorate and permanent employment.

An overview of the PDI's employment structure is made available by the HR department at the end of each year, thus fulfilling the mandatory process-related **requirement 3** that an **equality plan** must reflect under **Horizon Europe**. This overview shows the distribution of men and women by pay group, type of employment and changes compared to previous years. The status and development of the employment structure serve both to take stock and to monitor the success of the measures to promote equal opportunities at the PDI. This detailed breakdown provides an overview of the development of the proportion of women in the employment structure. This is an important prerequisite for real equal opportunities - an increasing proportion of women in all employment groups. The development of the proportion of women is published on the PDI website under the heading Equality, where it is presented in graphical form.

2. Action goals, measures and metrics for successful implementation

The long-term goal of the PDI is to achieve a balanced gender ratio in the various employment groups and especially in management positions. The proportion of female scientists at every career level is to be sustainably increased; in particular, women are to be brought into management positions. This includes the management of departments as well as core research areas. In order to achieve this, the PDI has set itself the following targets:

- the improvement of access and promotion conditions for women
- the targeted career advancement of women
- taking family commitments into account in order to make it easier to reconcile work and family life and achieve a good balance in this respect
- counteracting all forms of discrimination and disadvantage, Harassment in the workplace, bully behavior and psychological pressure
- the creation of a working atmosphere characterized by mutual consideration, tolerance and respect, as set out in the company agreement on the

partnership behavior in the workplace is binding for every PDI employee

In order to achieve these goals, the management of the PDI, the Equal Opportunities Officer (Kai Hablitzel) and a committee of colleagues convened by the Equal Opportunities Officer (Sabine Krauß, Ekaterina Paysen) have agreed on the following measures and metrics for successful implementation.

a. Recruitment

The cascade model is a good indicator for personnel development at the PDI. It shows the possibilities of gender distribution across salary groups, taking into account fluctuations in appointments and staffing ratios. This model is based on a vertical career development within the institution, which corresponds to the actual model in the everyday life of scientific institutions in the science-supporting employment sector. However, it is not directly applicable to personnel development in the scientific sector, but only to a limited extent, as it does not adequately reflect two boundary conditions: the deliberate change between working groups at different institutions to disseminate knowledge and develop complementary scientific expertise after the doctorate, as well as the conflict of interest associated with internal candidates for management positions in the appointment process. Nevertheless, the annual update of the cascade model provides an indication of the progress made towards achieving a balanced gender ratio at all levels of work and particularly in management positions.

In research institutions in general - and thus also in the PDI - the recruitment of external female candidates plays a decisive role in achieving a balanced gender ratio in scientific positions and management positions.

To this end, the PDI has decided on the following procedure:

Based on the **AVGlei**, the principle of equal treatment applies to job advertisements. The job advertisement text must therefore be formulated in such a way that it is not only aimed at people of one gender. In the job advertisements, explicit reference is made to family friendliness in accordance with the berufundfamilie audit and to the culture of fairness and mutual respect practised at the PDI in order to emphasize the attractiveness of the work beyond the professional components.

The Equal Opportunities Officer is generally involved in all job advertisements, selection procedures, procedures for the termination of fixed-term contracts and appointment committees. She can inspect all application documents and take part in all interviews. She is informed of the necessary documents and dates well in advance of the decision-making process.

The PDI strives to invite as many women as men to job interviews (1st round of interviews), given the qualifications and suitability:

The following criteria are not rated negatively in the comparative assessment:

- Interruptions in employment, fewer years of active service or employment, reductions in working hours or delays in completing individual training courses due to family responsibilities

- time constraints due to caring for children or relatives in need of care and the intention to make use of the option to reduce working hours.

The PDI records the number of female and male applicants per position. The PDI aims to increase the proportion of women in the applicant pool to at least the number of corresponding female graduates (Master's students, doctoral students) as shown in the DFG's physics student statistics. In 2021, this was 21% women among Master's graduates and just over 21% among female doctoral physicists.

In accordance with **AVGlei 3.2**, equal numbers of women and men are appointed to committees for the selection of suitable candidates. Female doctoral candidates are specifically approached to attend the interviews for academic positions. If it is not possible to achieve an equal number of women and men on the committee, female doctoral candidates may be invited to take part in the committee's work.

A significant number of female scientists are specifically referred to the job advertisement in advance when filling management positions (working groups, junior research groups, group management, department management).

When organizing the PDI Colloquium, care is taken to increase the number of colloquium contributions by women presenting their scientific work. This creates the opportunity for informal contact between female colleagues and the PDI and at the same time allows effective collaboration networks to be established with female colleagues outside the institute.

All employees with management and leadership functions as well as decision-makers and persons with personnel responsibility will participate in training on adequate recruitment processes with a focus on gender equality, unconscious gender bias and the active promotion of women. The PDI thus fulfills the process-related **requirement 4** of a **gender equality plan** under **Horizon Europe**. The aim is that by the end of 2022, half of the employees in management and leadership positions have either completed training or have made a binding commitment and registered for such training.

b. Personnel development and career advancement

The PDI has adopted the following measures for the personnel development and career advancement of employees:

The PDI promotes the participation of all employees in the training courses and workshops on equal opportunities offered by the FVB and the Leibniz Association.

In addition, all female employees can take advantage of advice from external providers that promotes women (e.g. making it easier to return to work after the birth of a child) and participate in mentoring and coaching programs for career planning. This helps female employees to exploit their potential in a targeted manner and take advantage of opportunities for advancement.

After the second year of employment, doctoral candidates have a consultation with their supervisors as part of their career planning. In addition, it supports female doctoral candidates to take part in the FVB's workshop for female doctoral candidates.

The establishment of a "Women Scientists' Day", on which external speakers report on their career paths in science as role models, promotes exchange and networking with the female scientific community outside the PDI.

Our female scientists are specifically informed about calls for prizes and awards by an internal awards committee. This committee identifies and supports suitable candidates with their applications.

The establishment of an equal opportunities fund aims to provide financial support to female doctoral students in a critical phase of their doctorate (e.g. due to family commitments).

The PDI supports all employees with family responsibilities in organizing external training courses, events and scientific conferences by covering the costs of childcare.

Employee appraisals as part of performance-related pay are used specifically to clarify the individual interests of employees and to discuss offers and suggestions for development opportunities. The discussion reflects on the extent to which equality in the respective working group and aspects for a better work-life balance have actually been implemented and are recorded in the LOB protocol under "Employees' ideas".

c. Family friendliness

The careers of women in science (in particular), especially from the postdoctoral career stage onwards, are most clearly hindered by poor compatibility with family life. The **PDI takes a range of measures** to ensure that family pressures do not lead to career termination (for all employees):

The work is carried out in 'team-coordinated trust-based working hours'. This allows employees to organize their working hours flexibly and adapt their work in the team accordingly.

As part of the works agreement dated 05.01.2022, the PDI enables its employees to work remotely. Low-threshold and up-to-date access to servers, work programs and libraries etc. is guaranteed by the PDI's IT department.

Important meetings and seminars typically start no later than 3 pm.

Employees are equally supported if they wish to take parental leave.

The aim is to maintain contact with employees during longer periods of absence (e.g. parental leave). To this end, the PDI is developing suitable formats, e.g. Virtual Coffee Hour in Gather.Town

Employment contracts - including those for externally funded projects - are extended by the period of absence due to parental leave upon return.

The parent-child room should be designed attractively and offer more opportunities for activities that are not necessarily tied to this room.

In certain exceptional situations, there are even greater work restrictions for employees with care or childcare responsibilities. As these obligations are assumed more by women than by men, such situations reinforce the inequality of opportunity. The PDI is taking appropriate measures (contract extensions, support funds) to support employees who are particularly affected.

Work is not evaluated on the basis of employee attendance, but also on the basis of performance and quality.

The planning and introduction of the measures presented here were supported by berufundfamilie GmbH and the PDI was certified with the berufundfamilie audit and recertified in 2018 and 2022.

3. Role of the Equal Opportunities Officer and her deputy

The task of the Equal Opportunities Officer is to promote and monitor equality between women and men as well as the elimination of existing and the prevention of future discrimination on the grounds of gender. She is involved in matters relating to the personnel, social and organizational concerns of members of the institute. In this function, it also has an advisory and support function for employees at the PDI. They alone decide which of these matters are relevant to gender equality and therefore require their involvement.

To fulfill its tasks

- *the Equal Opportunities Officer shall be relieved of other official duties to the extent necessary for the proper performance of her tasks*
- *it is provided with the necessary personnel, space and equipment*
- *granted a right to information, combined with access to files in compliance with data protection requirements*
- *participation in decision-making processes on organizational and social matters relating to gender equality, work-life balance and protection against sexual harassment in the workplace*

The Equal Opportunities Officer is represented by her deputy in her absence or by mutual agreement, in the event of time bottlenecks and for the completion of independent tasks, and is supported by advice on strategic matters. She must also be released from work for this purpose. In the

In the event of substitution, the deputy has the same rights and obligations as the Equal Opportunities Officer. The work of the Equal Opportunities Officer and her deputy is an official activity and is not bound by professional instructions.

The Equal Opportunities Officer and her deputy are given the opportunity to take part in further training, legal advice (FVB) and networking meetings, the costs of which are covered by the PDI.

The roles, rights and duties of the Gender Equality Officer and her deputy described here fulfill the process-related **requirement 2** of the **Gender Equality Plan** under **Horizon Europe**.

4. Communicating equal opportunities at the PDI to the public

The PDI ensures that the measures to promote equal opportunities for women and men in science and family-friendliness are communicated effectively to the outside world. This enables the PDI to attract more women in the competition for qualified specialists and managers. The **following measures are being implemented at the PDI for this purpose**:

- I. The equality plan is published on the PDI website (**requirement 1** of the **Gender Equality Plan** under **Horizon Europe**).
- II. The job advertisements contain a link to the equality plan.
- III. Female employees are also s h o w n on the PDI website, subject to their consent.

In addition, the measures are communicated transparently and easily accessible within the institute. This is intended to promote acceptance and understanding of the issue of equal opportunities at the PDI. The management level and all employees with personnel management and supervisory tasks are responsible for this.

The PDI also hosts the Gender Awareness Day every two years. Here, lectures/workshops by external speakers and training sessions draw attention to unconscious stereotypes and behavioral patterns and their impact on our research, our interactions and our career development, and discuss how we can abolish these stereotypes and behavioral patterns in our everyday working lives. Participation is counted as working time.

The targets described in the equality plan are set for 4 years and their success is reviewed after 2 years.

Berlin, Feb 28, 2022

Roman Engel-
Herbert

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Place, date, signature (Roman Engel-Herbert, Director PDI)