

CogniSys Gender Equality Plan (GEP)

1. Introduction

CogniSys is committed to fostering an inclusive and equitable working environment. This Gender Equality Plan (GEP) outlines our strategy to address gender equality challenges and ensure sustainable progress. Endorsed by top management, it reflects our dedication to advancing gender equality within the organisation. The GEP is publicly available on our website to ensure transparency and accountability.

2. Dedicated Resources

CogniSys has appointed an internal Gender Equality Focal Point to coordinate GEP initiatives alongside their other responsibilities. We will collaborate with local gender equality NGOs and academic institutions to access expertise as needed. Our approach also includes encouraging volunteer contributions from employees passionate about diversity, enabling us to build internal capacity effectively while promoting a culture of inclusion.

3. Data Collection and Monitoring

We are committed to integrating gender data collection into our existing processes. Regular tracking of sex/gender-disaggregated statistics on recruitment, retention, and remuneration will provide a comprehensive understanding of our current landscape. The Gender Equality Focal Point will develop key metrics, such as gender ratios in hiring, promotions, and leadership roles. This data will be reviewed annually to monitor progress and identify areas for improvement.

4. Training and Awareness Raising

Gender equality awareness and training are key elements of our GEP. We will conduct internal workshops led by the Gender Equality Focal Point, focusing on topics such as unconscious bias and fostering an inclusive work environment. Additionally, we will utilise available online resources, including free webinars and courses, to further educate our staff. Where feasible, we will collaborate with local organisations to deliver focused training sessions, ensuring that all employees, including decision-makers, are conscious of the impact of gender biases and work actively to eliminate them.

5. Key Areas Addressed

CogniSys is committed to promoting work-life balance, achieving gender balance in leadership, ensuring gender equality in recruitment, integrating gender perspectives into research, and preventing gender-based violence. We aim to foster an organisational culture that values work-life balance by offering flexible working arrangements to support employees with caregiving responsibilities. We will set realistic targets for gender representation in leadership roles, encouraging underrepresented groups to participate in decision-making processes.



Our recruitment and career progression processes will ensure fairness and inclusivity. All job advertisements will use gender-neutral language, and our recruitment practices will be designed to minimise unconscious bias. We will track gender-related data to ensure transparency and accountability, paying particular attention to equitable opportunities for promotion. Staff members will be encouraged to incorporate gender considerations into their work, supported by training and resources aimed at helping them understand and integrate gender perspectives in their projects.

CogniSys adopts a zero-tolerance policy for gender-based violence and sexual harassment, as outlined in our Code of Conduct. A confidential reporting mechanism will be established to enable employees to report incidents safely, and the Gender Equality Focal Point will oversee the handling of these reports to ensure an appropriate response. We are also committed to offering support to those affected, working with local organisations to provide necessary assistance.

6. Monitoring and Evaluation

The implementation and effectiveness of the Gender Equality Plan will be reviewed annually. This assessment of progress will be conducted alongside existing performance reviews, with findings communicated to all staff members. This continuous evaluation will allow us to adjust and improve our approach as necessary.

7. Commitment from Top Management

This Gender Equality Plan has been approved by the CEO of CogniSys, underscoring our leadership's dedication to achieving gender equality and fostering an inclusive workplace for all employees.

Signed:



Christos Ntanos, Managing Director of CogniSys

Date: 04/09/2024

8. Publication

This GEP is publicly available on the CogniSys website under the 'About Us' section to ensure visibility.