



**Barcelona
Supercomputing
Center**

Centro Nacional de Supercomputación

GENDER AND DIVERSITY EQUALITY PLAN



**EXCELENCIA
SEVERO
OCHOA**



HR EXCELLENCE IN RESEARCH

Action 1**CONCILIATION OF PERSONAL, FAMILY AND WORKING LIFE**

NEED DETECTED	Increase the number of measures already existent as regards conciliation of personal, family and working life.
OBJECTIVES	Provide new positive actions that increase the advantages as regards flexibility in the centre.
ACTION	Incorporate new measures that improve flexibility in the BSC-CNS.
PEOPLE ADDRESSED	All personnel of the BSC-CNS.
RESPONSIBLE FOR THE EXECUTION	HR DEPARTMENT/ Equality Commission
TIMING EXECUTION	2017- Q2
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Analyze the schedules, calendars and current requirements and propose new formulas of schedule deregulation.- Consult staff about their necessities in this matter.
INDICATORS	<ul style="list-style-type: none">- Number of new measures incorporated.- Communication to the staff.

Action 2

CONCILIATION OF PERSONAL, FAMILY AND WORKING LIFE

DETECTED NEED	Incorporate measures to establish telework in certain positions of the BSC-CNS.
OBJECTIVES	Increase the number of people that use telework in the organization.
ACTION	Incorporate the modality of telework in certain positions in the organization.
PEOPLE ADDRESSED	Personnel that occupies certain positions susceptible to the use of telework.
RESPONSIBLE FOR EXECUTION	HR DEPARTMENT
TIMING EXECUTION	2017-Q3
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Identify those workplaces that can be carried out through telework.- Endow users of this working modality with the necessary technological resources
INDICATORS	<ul style="list-style-type: none">-Number of positions that can use this modality.-Number of people that accede to and opt for it.-Support in technological resources for their use.

Action 3

CONCILIATION OF PERSONAL, FAMILY AND WORKING LIFE

NEED DETECTED	Outline improvements in working conditions of women in the state of pregnancy.
OBJECTIVES	<ul style="list-style-type: none">- Improve conditions in the finalization of the pregnancy process.- To reduce two hours daily the working day for pregnant women in the last month of pregnancy, without salary decrease.
ACTION	Reduction of the working day for pregnant women in the last month of pregnancy without salary reduction.
PEOPLE ADDRESSED	Women of BSC-CNS in state of pregnancy
RESPONSIBLE FOR EXECUTION	HR DEPARTMENT /Comission of Equality
TIMING EXECUTION	2017 - Q2
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Meeting for adoption of the improvement.- Incorporation in the internal regulatory scheme.- Communication to staff, especially to the community of women.
INDICATORS	<ul style="list-style-type: none">- Establishment of the measure in the internal regulatory scheme.- Dissemination to staff.- Number of pregnant women opting for the measure annually.

Action 4

CONCILIATION OF PERSONAL, FAMILY AND WORKING LIFE

NEED DETECTED	Increase personal and professional conciliation avoiding unnecessary displacements.
OBJECTIVES	<ul style="list-style-type: none">-Foment and promote the use of videoconferences.-Reduce the number of displacements outside the geographical location of the centre.-Provide more technological resources.
ACTION	Foment the use of videoconferences that avoid displacements and trips with more technological resources for the positions that allow it.
PEOPLE ADDRESSED	Personnel that must carry out displacements outside their habitual working location for reasons of work.
RESPONSIBLE FOR EXECUTION	HR DEPARTMENT/Commission of Equality
TIMING EXECUTION	2018-Q2
TASKS TO CARRY OUT	<ul style="list-style-type: none">-Meeting for adoption of the improvement.-Analyze and improve available technological equipment.-Communication of the new measures.
INDICATORS	<ul style="list-style-type: none">- Number of videoconferences made. Comparison with previous periods.-Number of people benefitted each semester.-Report on the amplification of use of this technology and facilities provided by the centre (technology, publicity...).

Action 5**CONCILIATION OF PERSONAL, FAMILY AND WORKING LIFE**

NEED DETECTED	To provide support to the personnel of the BSC-CNS with certain family responsibilities: dependent relatives and/or daughters/sons with disability.
OBJECTIVES	<ul style="list-style-type: none">- To gather information about the family responsibilities of the staff with dependent people and/or daughters/sons with disability.- To provide alternative aid.
ACTION	Facilitate aid to the personnel of the workforce with dependent relatives or minors with disability.
PEOPLE ADDRESSED	All the staff of the BSC-CNS
RESPONSIBLE FOR THE EXECUTION	HR DEPARTMENT
TIMING EXECUTION	2019-Q1
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Obtaining of data of personnel with these responsibilities.- Choice of type of aid.- Diffusion to staff.
INDICATORS	<ul style="list-style-type: none">-Design of aid protocol.-Number of people benefitted.-Resources and aid contributed annually by the institution.

Action 6

CONCILIATION OF PERSONAL, FAMILY AND WORKING LIFE

NEED DETECTED	Availability of a permanent specific channel for the collection of suggestions, ideas, resolution of doubts, etc. of the staff as regards conciliation.
OBJECTIVES	<ul style="list-style-type: none">- Establish a formalised system that allows collection of suggestions, contributions and ideas involving all the staff to analyze viability in questions of conciliation.- Implement new measures that can be applied without harming the scope of the objectives of the institution or the creation of multidisciplinary specific improvement groups that contribute suggestions to the Committee of Equality.
ACTION	Creation of the Contributions Account for the collection of suggestions and ideas and resolution of doubts as regards conciliation.
PEOPLE ADDRESSED	All the personnel of the BSC-CNS
RESPONSIBLE FOR IMPLEMENTATION	HR DEPARTMENT / Commission of Equality
TIMING IMPLEMENTATION	2019-Q2
TASKS TO CARRY OUT	<ul style="list-style-type: none">-Creation of an electronic mail account.-Inform the staff of its existence so as to be able to carry out proposals, suggestions or questions relative to equality of opportunities between women and men and diversity in the BSC-CNS.- Gather and answer e-mails received
INDICATORS	<ul style="list-style-type: none">-Availability of suggestions mailbox for all the staff.-Percentage of e-mails answered.-Number of actions carried out starting from proposals made by the staff.

Action 7

EGALITARIAN ORGANIZATIONAL MANAGEMENT

NEED DETECTED	The organization does not have a Code of Good Practice.
OBJECTIVES	Create own Code of Good Practices of the institution with the inclusion of the equality of opportunities as transversal axis
ACTION	Preparation and diffusion of a Code of Good Practice
PEOPLE ADDRESSED	All the personnel of the BSC-CNS
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT
TIMING IMPLEMENTATION	2017- Q4
TASKS TO CARRY OUT	Choice of contents. Elaboration of Code of Good Practise. Communication Plan for its diffusion.
INDICATORS	Definitive copy of the Code of Good Practise. Number of communicative actions and channels of diffusion of the Code.

Action 8**EGALITARIAN ORGANIZATIONAL MANAGEMENT**

NEED DETECTED	To make explicit the commitment of the BSC-CNS to the incorporation of the equality of opportunities as a corporate value from a perspective of gender and diversity.
OBJECTIVES	Incorporate the term “equality” explicitly and its definition in the list of corporate values of BSC-CNS.
ACTION	Increase the commitment to equality including it in the corporate values of the entity
PEOPLE ADDRESSED	All the staff of the BSC-CNS.
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT
TIMING IMPLEMENTATION	2018-Q4
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Inclusion of equality and diversity between men and women as a value expressed in the documents of personnel policy and the remaining documentation of the institution.- Incorporate in corporate values.- Definition.- Actions of internal communication.
INDICATORS	<ul style="list-style-type: none">- Definition of the term “equality.”- Incorporate it in the list of corporate values.- Diffusion mechanisms for its internalisation.- Number of corporate documents in which it appears.

Action 9

EGALITARIAN ORGANIZATIONAL MANAGEMENT

NEED DETECTED	Necessity to emphasize the role and contributions of women in the world of science and NT.
OBJECTIVES	<ul style="list-style-type: none"> -Promote the carrying out of external acts linked to equality of opportunities and diversity in the world of science making visible and potentializing the research woman's role showing their achievements, -Increase women's projection highlighting the role of women in all stages of the scientific career. -Remove the gender and diversity stereotypes present in the scientific sphere.
ACTION	Make the research woman's role visible.
PEOPLE ADDRESSED	All the staff of the BSC-CNS
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT
TIMING IMPLEMENTATION	2019-Q2
TASKS TO CARRY OUT	<ul style="list-style-type: none"> - Increase the presence of women scientists of the BSC-CNS in the different activities or external events. - Develop themes related with women, diversity and NT. - Implement a program of seminars that have women scientists as presenters. - Publish achievements made by research women internally and externally.
INDICATORS	<ul style="list-style-type: none"> - Number of events women scientists of the BSC-CNS go to. - Typology of events that women scientists go to. - Number of events related with equality and diversity. - Number of seminars with presence of women of recognised scientific prestige. Their names. - Number of synergies with other entities to promote activities of diffusion by women scientists. - Comparative data with previous years. - Actions of communication of the achievements of the women researchers

Action 10**PARTICIPATION AND IMPLICATION OF PERSONNEL**

NEED DETECTED	Make staff aware and inform them of matters of equality of opportunities.
OBJECTIVES	Regularly Inform and make available all updated elements linked to equality
ACTION	Incorporate, a specific space with specific information about equality of opportunities (actions of improvement, results, news, agenda, etc.) in the corporate Web and Intranet of the centre.
PEOPLE ADDRESSED	All the staff of the centre.
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT/ Equality Commission
TIMING IMPLEMENTATION	2017-Q4
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Availability of the space dedicated specifically to equality.- Selection and incorporation of the contents gathered in it.- Incorporate the documentation. Permanent updating of contents.
INDICATORS	<ul style="list-style-type: none">- Incorporation of the section in the intranet and web.- Number of documents/information it gathers.- Number of updates

Action 11**EGALITARIAN ORGANIZATIONAL MANAGEMENT**

NEED DETECTED	Incorporate a system that allows prevention and effective management of conflictive situations between manager and employees, among fellow workers, etc.
OBJECTIVES	Implement a procedure to negotiate possible conflicts that may occur in the organization.
ACTION	Procedure of conflict management
PEOPLE ADDRESSED	All the staff of the BSC-CNS
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT
TIMING IMPLEMENTATION	2017-Q4
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Design of the Procedure.- Diffusion and training.
INDICATORS	<ul style="list-style-type: none">- Procedure.- Number of actions of diffusion.- Personnel trained in this ambit.

Action 12

PARTICIPATION AND IMPLICATION OF THE PERSONNEL

NEED DETECTED	Improve channels of internal communication of personnel of the institution with the Committee of Equality to foment participation of staff in this ambit.
OBJETIVES	<ul style="list-style-type: none">- Facilitate communication of staff with the Committee of Equality.- Continuously gather perceptions, suggestions and ideas from personnel as regards equality.
ACTION	Establish a direct channel of internal communication (electronic mail, suggestions mailbox, etc.) that permanently allows personnel of the BSC-CNS to maintain easy and continuous contact with the Committee of Equality for the contribution of ideas, opinions, suggestions, etc.
PEOPLE ADDRESSED	All the personnel of the BSC-CNS.
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT/Commission of Equality
TIMING IMPLEMENTATION	2017 – Q2
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Establish the channels to use.- Information to staff of its availability.
INDICATORS	<ul style="list-style-type: none">- Number of communication channels.- Number of contributions and suggestions received from the personnel biannually

Action 13

EGALITARIAN PARTICIPATION IN JOB POSITIONS

PRESENCE OF WOMEN IN POSITIONS OF RESPONSIBILITY

NEED DETECTED	Facilitate the development of the professional career of the women of the BSC-CNS to positions of more responsibility in the organization.
OBJECTIVES	<ul style="list-style-type: none">- Promote feminine representativity in senior positions in the organization through training in leadership and team management.- Provide support tools in the professional career of the women.
ACTION	Carry out a session of Leadership for the women of the centre.
PEOPLE ADDRESSED	Feminine Personnel of the centre
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT
TIMING IMPLEMENTATION	2017- Q3
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Preparation and logistics of the training action.- Development of training action
INDICATORS	<ul style="list-style-type: none">- Number of women attending and categories.- Annual increase of the number of women promoted to positions of greater responsibility that have attended this training.

Action 14**EGALITARIAN PARTICIPATION IN JOB POSITIONS**

NEED DETECTED	Specific training for members of the Selection Panels in equality of opportunities to guarantee that they act with neutrality in the selection processes avoiding prejudices, stereotypes and mental clichés for reasons of gender, race, nationality, religion, etc.
OBJECTIVES	Train people participating in the selection processes in techniques that favour neutrality and avoid discriminations and stereotypes.
ACTION	Training of members of Selection Panels with responsibility in the selection processes
PEOPLE ADDRESSED	Members of the Selection Panels
RESPONSIBLE FOR THE IMPLEMENTATION	PERSON /HR DEPARTMENT
TIMING IMPLEMENTATION	2018-Q3
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Preparation and logistics of the training action.- Development of the training action
INDICATORS	<ul style="list-style-type: none">- Number of people attending and categories.- Report of evaluation of training staff on the attitude of those attending the training.- Comparing of data on new personnel selected classified by sex, nationality, etc. before and after the selectors received the training.

Action 15**EGALITARIAN PARTICIPATION IN JOB POSITIONS**

NEED DETECTED	Favour feminine presence in the world of science
OBJECTIVES	To carry out a "career day".
ACTION	During the "career day" there will be chats about different themes such as: obtaining aid/grants, scientific chats, working orientation, etc. where it will be promoted that the presenters be women
PEOPLE ADDRESSED	Society.
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT
TIMING IMPLEMENTATION	2017 – Q3
TASKS TO CARRY OUT	- Choice of type of actions to develop. - Implementation
INDICATORS	- Number of actions carried out. - Number of Women that act as presenters

Action 16**EGALITARIAN PARTICIPATION IN JOB POSITIONS**

NEED DETECTED	Favour the incorporation of displaced personnel and of other nationalities.
OBJECTIVES	To revise the protocol of welcoming personnel incorporating the necessary improvements so that they facilitate the person's quick adaptation and integration.
ACTION	Improvement of welcome system of displaced personnel and of other nationalities.
PEOPLE ADDRESSED	Personnel newly incorporated in the BSC-CNS
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT/Commission of Equality/ PERSON
TIMING IMPLEMENTATION	2018 – Q3
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Revision of current system.- Incorporation of new information/measures. Choice of contents- Delivery channels and diffusion to the personnel management.
INDICATORS	<ul style="list-style-type: none">- Number of improvements made.- Number of copies given in annually.

Action 17**EGALITARIAN PARTICIPATION IN JOB POSITIONS**

NEED DETECTED	Until now, campaigns and chats of internal sensitization to make staff aware of the equality of opportunities and management of diversity as a fundamental corporate value have not been carried out. A high percentage, 70% of personnel interviewed, state they do not know the implications that implementing a Plan of Equal Opportunities of Opportunities and Management of diversity in the BSC-CNS-CNS has.
OBJECTIVES	<ul style="list-style-type: none">- Sensitize the staff of BSC-CNS to gender equality and diversity.- Inform personnel of the benefits of the implementation of the Plan of Equal Opportunities in the organization.
ACTION	Training in sensitization and awareness as regards equality of opportunities of gender and diversity aimed at all the staff.
PEOPLE ADDRESSED	All the staff of the BSC-CNS
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT / PERSON
TIMING IMPLEMENTATION	2019-Q1
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Selection of contents.- Support and tutorship of expert personnel
INDICATORS	<ul style="list-style-type: none">- Number of people who receive the training in sensitization.- Satisfaction with the training received.

Action 18**EGALITARIAN PARTICIPATION IN JOB POSITIONS**

NEED DETECTED	Facilitate the incorporation of new personnel and transmit the value of gender and diversity equality.
OBJECTIVES	Incorporate specific information about the development of the Plan of Equal Opportunities and Management of Diversity, actions implemented, access to the Committee of Equality, etc in the Welcome Manual
ACTION	Incorporate specific information about the development of the Plan of Equal Opportunities and Management of Diversity, actions implemented, access to the Committee of Equality, etc in the Welcome Manual.
PEOPLE ADDRESSED	New incorporations in the entity
RESPONSIBLE FOR THE IMPLEMENTATION	HR DEPARTMENT / PERSON
TIMING IMPLEMENTATION	2019-Q3
TASKS TO CARRY OUT	- Choice of contents. - Incorporate specific information on the implementation of the Plan in the document.
INDICATORS	Incorporation of a specific section on the Plan of Equal Opportunities in the Manual.

Action 19**EGALITARIAN PARTICIPATION IN JOB POSITIONS**

NEED DETECTED	Facilitate the participation of women in selection processes urging other entities to use recruitment sources that favour the presentation of feminine candidacies and of other nationalities, religions, etc.
OBJECTIVES	Transmit to the entities that collaborate with the BSC-CNS the importance of non discrimination for gender reasons and diversity and their commitment in the recruitment processes.
ACTION	Establish alliances in favour of equality with entities with which the BSC-CNS collaborate in the recruitment of new personnel.
PEOPLE ADDRESSED	Entities that collaborate with the centre in this phase of the selection process.
RESPONSIBLE FOR IMPLEMENTATION	HR DEPARTMENT / PERSON / Commission of Equality
TIMING IMPLEMENTATION	2019-Q4
TASKS TO CARRY OUT	Information for entities of the value of equality from the BSC-CNS.
INDICATORS	-Number of entities informed. -Greater presence of candidates from external entities in the selection processes

Action 20

EGALITARIAN PARTICIPATION IN JOB POSITIONS

NEED DETECTED	To avoid any type of discrimination from a gender and diversity perspective in the competences profiles both in the use of the language and in the demands and requirements.
OBJECTIVES	Design the competences profiles using detailed analysis of the positions using a non sexist language and respecting diversity
ACTION	Analysis and redesign of the competences profiles avoiding any type of discrimination
PEOPLE ADDRESSED	Department of HR
RESPONSIBLE FOR THE IMPLEMENTATION	PERSON / HR DEPARTMENT
TIMING IMPLEMENTATION	2019-Q2
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Revision of current profiles.- Carrying out of modifications.- Gathering of new profiles in internal documentation.
INDICATORS	<ul style="list-style-type: none">- Number of profiles revised.- Number of modifications carried out.

Action 21**EGALITARIAN PARTICIPATION IN JOB POSITIONS**

NEED DETECTED	Promote the visibility of women in the world of science and NT in children and in social entities.
OBJECTIVES	<ul style="list-style-type: none">- Favour the visibility of contributions from women to NT in society.- Establish synergies with other entities/schools, etc. to carry out activities of awareness enhancing the role of women as scientists.- Break stereotypes of gender.
ACTION	Carry out chats in schools and social entities to normalize and contribute to the visibility of women inside the world of research and NT
PEOPLE ADDRESSED	The citizenship.
RESPONSIBLE FOR THE IMPLEMENTATION	PERSON / HR DEPARTMENT / Commission of Equality
TIMING IMPLEMENTATION	2019-Q3
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Contact schools and social entities to design workshops and chats highlighting the role of women and their relationship to research and NT.- Prepare the necessary material.- Development of chats.- Select women scientists as presenters.
INDICATORS	<ul style="list-style-type: none">- Number of chats carried out- Groups addressed.

Action 22

PREVENTION OF WORKING RISKS

NEED DETECTED	Develop a plan of communication that facilitates staff knowledge of the specific protocol for pregnancy
OBJECTIVES	Diffuse the pregnancy protocol to staff of the BSC-CNS.
ACTION	Implement a plan of internal communication to personnel of the centre to advise them of the specific protocol for the pregnant.
PEOPLE ADDRESSED	All the staff, especially women in a state of pregnancy
RESPONSIBLE FOR THE IMPLEMENTATION	PERSON / HR DEPARTMENT
TIMING IMPLEMENTATION	2017-Q3
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Mark the objectives and choice of internal channels of communication.- Diffuse action.
INDICATORS	<ul style="list-style-type: none">- Number of channels used.- Ease of access to information.- Percentage of personnel to which information arrives.

Action 23

PREVENTION OF WORKING RISKS

NEED DETECTED	Provide tools to improve the health of staff beyond the habitual recommendations in questions of prevention of working risks.
OBJECTIVES	Promote aspects related with the integral health of people of the centre offering trainings promoting the development of healthy habits and lifestyles such as nutrition workshops, mindfulness, emotional intelligence, postural education, relaxation, etc.
ACTION	Promote the health and well-being of the staff with the implementation of workshops that favour the development of healthy habits.
PEOPLE ADDRESSED	All the staff of the BSC-CNS
RESPONSIBLE FOR THE IMPLEMENTATION	PERSON / HR DEPARTMENT
TIMING IMPLEMENTATION	2018- Q1
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Selection of workshops and contents.- Calendering.- Diffusion to the staff- Implementation of these actions.
INDICATORS	<ul style="list-style-type: none">- Number of workshops offered.- Content of the workshops.- Number of people participating.- Satisfaction with the training received

Action 24

REMUNERATION EQUALITY

NEED DETECTED	Since 55% of the staff affirm they <i>do not know or believe that equal pay exists</i> the revision of the remuneration policy is considered a necessity.
OBJECTIVES	<ul style="list-style-type: none">- Detect the existence of possible inequalities of remuneration between men and women and personal of other nationalities.- Transmit transparency and objectivity in salaries.
ACTION	Carry out a study on remuneration, classifying the data by sexes to correct possible deviations
PEOPLE ADDRESSED	All the personnel of the BSC-CNS.
RESPONSIBLE FOR THE IMPLEMENTATION	PERSON / HR DEPARTMENT
TIMING IMPLEMENTATION	2018-Q4
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Meeting and planning of tasks.- Analysis of remuneration from a perspective of gender and diversity.- Correction of deviation of remuneration.- Present a draft in meeting together with the Commission of Equality and Management for their approval.- Publication of the results.
INDICATORS	<ul style="list-style-type: none">- Number of revisions and adjustments of salary by sexes and diversity.- Diffusion to the staff of the results of the study

Action 25**COMMUNICATION**

NEED DETECTED	Promote awareness of the importance of highlighting the role of women researchers.
OBJECTIVES	Publish articles at internal level with themes linked to the role of women in the ambit of the research and NT.
ACTION	Elaborate specific articles on the role of women researchers for the Newsletter of the centre
PEOPLE ADDRESSED	All personnel of the BSC-CNS.
RESPONSIBLE FOR THE IMPLEMENTATION	PERSON / HR DEPARTMENT
TIMING IMPLEMENTATION	2018 – Q1
TASKS TO CARRY OUT	<ul style="list-style-type: none">- Objectives, themes, feature writers and calendaring of articles.- Incorporation in the magazine of the centre
INDICATORS	<ul style="list-style-type: none">- Number of articles published annually.