

# **Intercultural Dialogue Platform Gender Equality Plan**

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# I.Context: Goal, Strategy and Approach

The current Gender Equality Plan is designed as a step-by-step process of progressive institutional change to address differences in the way men and women are valued, leading to unequal opportunities and discrimination.

According to the Council of Europe, Gender Equality is the situation where individuals, regardless of their sex and gender, are free to develop their personal abilities and make choices without the limitations imposed by strict gender roles. The different behaviours, aspirations and needs of everyone are considered, valued and favoured equally. Thus, it indicates the absence of barriers to economic, political and social participation on grounds of sex and gender and other characteristics.

Nowadays, gender barriers are often more indirect than explicit and therefore difficult to discern. These barriers are maintained by structural phenomena and social representations and beliefs that are resistant to change.

It is important to understand that Gender Equality is not about women and men becoming the same. Gender Equality is about ensuring that the rights, responsibilities and opportunities of women and men do not depend on whether individuals are born male or female.

While Gender Equality is the main objective of this Plan, Gender Mainstreaming is the strategy to be used to achieve the main objective. According to the Council of Europe, Gender Mainstreaming is the (re)organisation, improvement, development and evaluation of policy processes, so that a gender equality perspective is incorporated in all policies at all levels and stages, by the actors normally involved in the policy-making. The ultimate goal of gender mainstreaming would be to achieve what is called **substantive gender equality**, as opposed to what is called **formal equality** embodied in the existing laws.

In this context, an *Intersectional Gender approach* is to be applied. The *Intersectional Gender approach* is a social research method in which gender, ethnicity, class, sexuality and other social differences are analysed simultaneously. According to the Intersectional approach, inequalities are never the result of a single factor, but rather the result of the intersection of different social locations, different power relations and different experiences. The Intersectional approach enables an understanding of both privilege and oppression and allows for a multi-level analysis.

## II. Organisational Perspective and Internalisation

The Intercultural Dialogue Platform has committed itself to a set of core values of which gender equality and women's empowerment are central. The Intercultural Dialogue Platform is committed to the principle that women should have equal opportunities and be able to contribute to all aspects of society without discrimination and strives to uphold this in all its activities.

The Intercultural Dialogue Platform is committed to the EU's gender equality objectives, which include:

- Fostering gender equality in scientific careers;
- Ensuring gender balance in decision-making;
- Integrating the gender dimension in R&I content.

IDP's gender equality policy aims to promote equality between women and men to ensure sustainable development. Intercultural Dialogue Platform intends to take the lead and set an example among its institutional partners regarding its gender equality policy. IDP commits to:

- Establishing a roadmap to identify areas for improvement in gender equality.
- Creating a roadmap to highlight the importance of gender equality.
- Dedicating, coordinating and allocating budget and other resources to ensure the effective implementation of gender equality programmes.
- Demonstrating commitment to taking responsibility for advancing gender equality measures.
- Monitoring the progress of IDP on gender equality and adjusting existing policies as necessary.
- Increasing the sensitivity of recruitment practices to gender equality at all levels within the IDP.
- Establishing plans to promote female staff to leadership positions.

The Intercultural Dialogue Platform is committed to periodically evaluating and monitoring the effectiveness of the current Gender Equality Plan.

## III. Principles, Objectives and Specific Objectives

### A. Principles

- **Commitment to Equality:** Dedication to equal opportunities and treatment for all employees.
- **Transparency:** Ensuring transparent and objective processes in all HR activities.
- **Inclusivity:** Promoting inclusive policies and practices.
- **Accountability:** Regularly reviewing and reporting on gender equality initiatives.
- **Respect and Dignity:** Fostering a respectful and dignified work environment.

### B. Objectives

- Ensure Work-life balance and inclusive organisational culture
- Ensure Gender balance in leadership and decision-making
- Ensure Equal pay for equal work
- Ensure Gender equality in recruitment and career progression
- Integrate the gender dimension into research and teaching content
- Implement Measures against gender-based violence including sexual harassment

#### 1. Ensure Work-life balance and inclusive organizational culture

The IDP's policy on gender equality encourages advancement toward more equal relations between women and men. Women's ideas, interests and demands, as much as men's, shape the organisational policies and strategies. As IDP recognises that every policy, program and project has a different impact on men and women, its policies, projects and programs address the differences between women and men. IDP managers promote gender balance by embracing it in their daily work. A person's rights or opportunities in IDP do not depend on gender. Supportive and flexible work practices are promoted, and family-friendly policies are created to ensure positive impacts on gender balance, especially for women, by successfully enhancing the ability to balance work, family commitments and personal life.

#### 2. Ensure Gender balance in leadership and decision-making

The IDP ensures full and equal participation of women and men at all levels, including

leadership and decision-making positions. Both men and women have equal access to all positions. IDP also aims to identify barriers to the advancement and participation of female staff in leadership positions.

### **3. Ensure Equal pay for equal work**

The IDP is committed to providing equal pay for equal work for both men and women. The organisation will establish mechanisms to verify that this principle is always respected. Management will be responsible for periodically verifying that men and women are paid equally for the same job.

### **4. Ensure Gender equality in recruitment and career progression**

Ensuring that recruitment practices are gender sensitive at all levels sets the tone for IDP, increases gender sensitivity of the overall policies of IDP, and specifically aims to improve the gender balance in the workplace. Gender balance is a key component of the recruitment policies and is included in the plans that guide recruitment activities, policies, and programmes. IDP is focused on providing career development training to help promote women and achieve gender equality in career advancement and gender balance in leadership positions.

### **5. Integrate the gender dimension into research and teaching content**

Gender-disaggregated data collection is included within the strategic framework of IDP's monitoring and evaluation processes. The experiences of women employees are evaluated to identify the obstacles they may encounter and to offer effective solutions to eliminate them. Quality data is provided and updated for information sharing, training and development that supports gender balance. Training is provided to improve the perceptions of employees on gender balance. IDP is focused on integrating gender equality into its training programs.

### **6. Implement Measures against gender-based violence including sexual harassment**

With a zero-tolerance policy for gender-based violence, including sexual harassment, IDP is committed to addressing and developing effective approaches to prevent and respond to gender-based violence, including sexual harassment in the workplace. A digital system was established to receive, document and act on issues of gender-based violence, including sexual harassment, identified by employees.

All employees can report problems and challenges through a digital complaints box that ensures complete confidentiality and anonymity.

## C. Specific objectives

### 1. Ensure Work-life Balance and Inclusive Organisational Culture

- **Develop a code of conduct:**
  - **Action:** Develop a code of conduct to prevent chauvinistic or racist attitudes and behaviour in the workplace.
  - **Timeline:** Ongoing.
  - **Responsible Party:** Management.
- **Raise awareness and Promote gender equality:**
  - **Action:** Raise awareness and Promote gender equality among its institutional partners, associates and volunteers and systematically integrate gender issues into the agenda of regular meetings with its institutional partners.
  - **Timeline:** Ongoing.
  - **Responsible Party:** Management.
- **Integrate gender issues into IDP's policy and board discussions agenda.**
  - **Action:** Integrate gender issues into IDP's policy and board discussions agenda.
  - **Timeline:** Immediately.
  - **Responsible Party:** Management.
- **Conduct a Work-life Balance Survey:**
  - **Action:** Survey employees to identify work-life balance needs, issues and improvement suggestions.
  - **Timeline:** Conduct annually.
  - **Responsible Party:** Management.
- **Review IDP's Flexible Working Policies:**
  - **Action:** Implement flexible working hours, remote work options, and family leave policies.
  - **Timeline:** Bi-annually.
  - **Responsible Party:** Management.

### 2. Ensure Gender Balance in Leadership and Decision-making

- **Introduce Leadership Quotas:**
  - **Action:** Implement gender quotas for leadership positions.
  - **Timeline:** Within 3 years.
  - **Responsible Party:** Senior Management.
- **Provide Leadership Training:**
  - **Action:** Provide leadership training specifically targeting underrepresented genders.
  - **Timeline:** Bi-annually.
  - **Responsible Party:** External training team.
- **Ensure Regular Monitoring and Reporting:**

- **Action:** Track and report gender distribution in leadership and the team.
- **Timeline:** Bi-annually
- **Responsible Party:** Management

### 3. Ensure Equal Pay for Equal Work

- **Review Compensation Policies:**
  - **Action:** Update compensation policies to ensure they support equal pay for equal work.
  - **Timeline:** Annually.
  - **Responsible Party:** Management.

### 4. Ensure Gender Equality in Recruitment and Career Progression

- **Publish Gender-sensitive Job Descriptions:**
  - **Action:** Review and revise job descriptions to remove gender bias.
  - **Timeline:** Immediately.
  - **Responsible Party:** Recruitment team.
- **Select Diverse Recruitment Panels:**
  - **Action:** Ensure diverse panels for all stages of the recruitment process.
  - **Timeline:** Immediately.
  - **Responsible Party:** Recruitment Team.
- **Ensure Equal Development Opportunities:**
  - **Action:** Provide equal access to training, mentorship, and career development programs.
  - **Timeline:** Ongoing.
  - **Responsible Party:** Management.
- **Monitor Career Progression:**
  - **Action:** Track and analyze promotion rates and career progression by gender.
  - **Timeline:** Bi-annually.
  - **Responsible Party:** Management.

### 5. Integrate the Gender Dimension into Research and Project Content

- **Provide a Gender Analysis in Research:**
  - **Action:** Ensure research and project proposals include a gender analysis section.
  - **Timeline:** Immediately.
  - **Responsible Party:** Project Development Department.
- **Ensure the Gendered dimension in Projects:**
  - **Action:** Ensure project proposals include a gender dimension.
  - **Timeline:** Immediately.



- **Responsible Party:** Project Development Department.

## 6. Implement Measures against Gender-based Violence Including Sexual Harassment

- **Implement a Zero-Tolerance Policy:**
  - **Action:** Ensure a clear, enforced zero-tolerance policy for gender-based violence and sexual harassment.
  - **Timeline:** Immediately.
  - **Responsible Party:** Senior Management.
- **Implement Confidential Reporting Mechanism:**
  - **Action:** Maintain and promote a confidential digital reporting system (the digital complaint box). <https://forms.gle/cd4UVpwSNH3cRugb9>
  - **Timeline:** Ongoing.
  - **Responsible Party:** Management.
- **Support and Resources for Victims:**
  - **Action:** Provide counselling, legal support, and resources for victims of harassment.
  - **Timeline:** Immediately.
  - **Responsible Party:** Management, External Partners.
- **Conduct Regular Training and Awareness:**
  - **Action:** Conduct regular training sessions on preventing and addressing gender-based violence.
  - **Timeline:** Bi-annually.
  - **Responsible Party:** Management.

# IV. Specific Measures to Promote Gender Equality and Ethical Oversight

## 1. Quotas for Gender Parity

### a. Short, medium and long-term quotas for female IDP staff in the organisation's total staff

IDP is committed to ensuring gender balance among its staff. Moving forward, we aim for a 40%-40% representation of men and women, with a 20% flexibility to account for natural variations in staffing needs. This approach allows us to remain adaptable while upholding our dedication to gender equality.

Additionally, IDP is constantly committed to encouraging its institutional partners to set short, medium and long-term quotas for female staff in their organizations.

### **b. Short, medium and long-term quotas for female IDP staff in management positions in the organisation.**

Before deciding on the quotas to be set in the short, medium and long term for leadership positions, an internal meeting will be held to discuss the actual situation in the organisation and to draw up a picture of the current state-of-the-art. Subsequent quotas will be decided on the basis of this overview.

The initial quotas that will be proposed for discussion are as follows:

- Within 3 years, to have 33% women in management positions (e.g. the Board of Directors), within 5 years 35% and 40% within 10 years.
- By year three, the Ethics Committee will review whether 33% female representation in management has been achieved. If not, a task force will be created to evaluate barriers and propose corrective measures.
- A follow-up review will be conducted in year four.

## **2. Gender Sensitive Recruitment Process**

### **a. CVs and Job applications**

Candidates will be selected for interviews solely on the basis of their academic and professional qualifications. The recruiting team will refrain from favoritism, discrimination, or prejudice based on subjectivity or hidden biases in the initial phase of the recruiting process. In the long term, as the organization grows beyond 15 people, the recruiting team will assess the appropriateness, desirability and necessity of asking candidates to send in their CVs without names, photos, gender, and nationality and make this a general principle to ensure that the recruiting process is not biased from the start.

### **b. Job interviews**

Candidates selected for interviews will all be given the same amount of time to introduce themselves and present their resumes. HR representatives in charge of the interviews will refrain from any differential treatment of candidates, regardless of their gender, ethnic origin, or other characteristics.

### c. Selection process

Candidates will be shortlisted and selected solely on the basis of their skills and qualifications. Moreover, in the selection of new staff, particular attention will be given to ensuring that the principles of diversity and inclusion are followed. Given its primary objective of promoting intercultural dialogue, the IDP is committed to building a multicultural and diverse team that harmoniously integrates people of different nationalities, ethnicities, age groups and genders.

## 3. Ethics Committee

An internal meeting will be organised within IDP to discuss and appoint the members of the Ethics Committee. At least 1 representative of the board of Directors, 1 person with authority over employees and 1 gender expert will be nominated.

Once the 3 members have been designated, they will have their first meeting to clearly define their roles and competencies. The members of the Ethics Committee must be reachable at all times and will perform the following roles:

- Receive anonymous complaints from employees;
- Ensure permanent contact with employees outside the structural visits;
- Investigate complaints and assess the severity;
- Propose a formal recommendation or an appropriate sanction to management;
- Monitor and evaluate whether established quotas are being met.

The Ethics Committee will meet at least twice a year. Ad hoc meetings will be organised when urgent matters need to be discussed. In case of complaints concerning gender-based violence and sexual harassment, urgent meetings will be organised to ensure that the problem is dealt with as quickly as possible.

## 4. Complaint Mechanisms and Anonymous Reporting

A digital complaint box was created to allow employees to report problems at any time using anonymous forms. The forms are available on the organization's communication channels. IDP will also print a QR code providing access to the forms and place it in the office. Employees will be able to fill out the forms and send them to the digital complaint box, avoiding direct contact with other colleagues and preserving anonymity.



The complaint form is also available directly via the link  
<https://forms.gle/cd4UVpwSNH3cRugb9>

The complaints box will be directed and accessible exclusively to the members of the Ethics Committee. Management ensures the implementation of the Gender Equality plan by imposing appropriate actions proposed by the Ethics Committee.

## V. Monitoring and Progress Reports

To ensure the continuous and effective implementation of the GEP, IDP will monitor progress regularly and adjust strategies as needed.

### Monitoring Mechanisms:

- **Annual Monitoring by the Ethics Committee:** The Ethics Committee will be responsible for tracking progress on key indicators, such as gender representation in leadership, recruitment, and pay equality.
- **Annual Review Meetings:** Senior management will conduct an annual review to assess if quotas and recruitment objectives are being met and will propose corrective measures if needed.
- **Internal Surveys and Feedback Mechanisms:** IDP will conduct annual surveys to gather feedback from staff regarding work-life balance, gender sensitivity, and workplace culture.
- **Progress Reports:** A comprehensive progress report will be produced annually, including an analysis of the data collected, areas for improvement, and recommendations.

This Gender Equality Plan will be signed by the Management and be posted to the official website of Intercultural Dialogue Platform.

Signature of the Management



Mehmet Bayrak  
Executive Director

23/01/2025