

Gender Equality Plan (GEP) of Institut für Ziegelforschung Essen e. V.



Research and development thrives on the different perspectives and knowledge of its employees. For this reason, the Institute aims to promote and embrace diversity. We are convinced that employees with different professional and cultural backgrounds - regardless of gender - contribute to a corporate culture that promotes cooperation and improves work results. This also includes not treating employees differently on the basis of their gender. This equality plan summarises all procedures and regulations with which this objective is to be achieved and will be supplemented on an ongoing basis where necessary.

1. Legal Basis and Implementation

The Institute's management is committed to complying with all legal principles that are expressly aimed at equal treatment of the gender. These include, but are not limited to, Article 3 of the German Basic Law, the General Equal Treatment Act and all laws that promote the protection of the family and the compatibility of family and career, as amended. The following measures, among others, are taken to implement these laws:

- a. All guidelines and works agreements contain the same rights for all employees. Differences are in no way linked to gender, but rather to comprehensible objective characteristics, e.g. training, specific tasks, etc.
- b. Works agreements concluded up to and including 2022 contain the addition that the grammatically masculine form (employee) is used solely for reasons of better readability. However, this refers to persons of all genders. Since 2023, the term "employees" has been used in works agreements and other announcements to address persons of all genders.
- c. All employment contracts refer to works agreements.

2. Specific Measures

- a. Open positions, regardless of hierarchical level, are advertised in a gender-neutral manner. This is done either by the reference "d/m/w", by a gender-neutral job titles or both.
- b. When assessing applications, attention is paid to the objective facts on the basis of which a possible suitability is ascribed or denied. This is intended to prevent unconscious gender stereotypes from influencing the selection decision.
- c. In the case of recruitment or promotions in employee groups in which one gender is more frequently represented, applications from the under-represented gender, if available, will be given preference if they fulfil the professional or personal requirements.
- d. Salary grouping is based on the respective qualification and the required job characteristics. The following criteria are used:
 - Work experience
 - specialised knowledge
 - Need for further training

Grouping is subjected to the review by the works council.

- e. Works agreements exist on the following instruments, which serve to optimise the management of family and professional responsibilities:
 - Flexible working time arrangements through flexitime model

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- Leave of absence from work on special occasions, the statutory regulations apply,
- Possibility of mobile work in coordination with and with the approval of the institute management

All employees can assert claims arising from these works agreements.

- f. Part-time opportunities are open to people of all genders and are supported, even beyond the statutory part-time options (e.g. part-time during parental leave). A reduction in working hours is possible, including short-term adjustments or a return to full-time employment, in accordance with company requirements.
- g. If necessary, gender-specific statistics can be compiled.

3. Responsibility


The management of the institute is responsible for the equal treatment of employees and compliance with the applicable regulations.

4. Occupational Safety

The occupational safety specialist and MEDITÜV GmbH & Co. KG as an external consulting centre advise the institute management on the occupational health and safety of pregnant women and nursing mothers. It has included the required inspection points in accordance with Section 10 (1) of the Maternity Protection Act in the risk assessment forms for all workplaces where pregnant women or breastfeeding mothers may be employed.

Essen, 20.11.2023

Place, Date



Institute Management
(Rigo Giese)



Works Council
(Sandra Petereit)