



Gender Equality Plan

Version 1.0 (2022)

Approved and signed by management

Date: 2022-10-03

A handwritten signature in blue ink, reading "M. Takwa", is positioned above a horizontal line.

Mohamad Takwa, CEO

1. GOVERNANCE AND DECISION MAKING

1.1 OBJECTIVE 1: PROMOTING THE CREATION OF STRUCTURES TO SUPPORT GENDER EQUALITY

- to monitor and ensure that workplace procedures and practices respect gender equality
- to assess any text, communication, images, from a gender equality and diversity standpoint prior to internal or external dissemination

1.2 PROMOTING GENDER EQUALITY IN THE INSTITUTIONAL AND INDIVIDUAL CULTURE AND PRACTICE

- monitor gender and diversity state of art in the organisation and allow further data collection using qualitative and ideally quantitative indicators and surveys
- create ownership of the gender equality plan by including employee representation across the organisation in collecting feedback, to strengthen the potential of the gender equality plan and to maximize its impact
- biannual review meeting including management and representative of all staff groups
- Promotion of initiatives that aim to implement widespread gender competence at all levels of the organization with provision of training

2. RECRUITMENT, CAREER PROGRESSION AND RETENTION

2.1 IMPLEMENT PROCESSES THAT ENSURE GENDER-SENSITIVE RECRUITMENT, CAREER AND APPOINTMENTS

- hire in external training exploring implicit bias and methods to avoid implicit bias
- respect maternity and parental leave periods in recruitment or internal evaluations in order to reach a fair and equal assessment
- include gender-balanced representation in recruitment processes to ensure all genders' perspectives are taken into account

3. DATA COLLECTION AND MONITORING

3.1 INDICATOR SELECTION FOR FUTURE MONITORING

- the organisation should on top of sex/gender disaggregated data on personnel also collect data on educational level across the genders and age indicators
- indicators will be used in monitoring to analyse organisational structure and challenge potential status quo

3.2 DATA COLLECTION AT INITIAL DRAFTING AND PUBLISHING OF GEP

- Data collection based on the above parameters is done at drafting of GEP to form a base line and shared internally only using discretion.
- Data collection is done annually to challenge potential organisational status quo.

4. WORK AND PERSONAL LIFE INTEGRATION

4.1 PROMOTING INTEGRATION OF WORK WITH FAMILY AND PERSONAL LIFE

- enable flexible work schedules, including remote work, wherever possible to accommodate better integration of work and family responsibilities, without sacrificing accountability.
- strive to optimize work meetings accordingly to work life balance needs (e.g., management and communications of the meeting schedule/timing)
- provide structured support inside the organization for child-care, family-members with special needs, elder family-members, etc.

4.2 SUPPORT FAMILY AND PERSONAL LIFE

- encourage parental leave in a gender-equal manner
- enable part-time work where beneficial for the work and family integration
- upon company growth support initiatives for exploring welfare services, e.g., contract arrangements with service suppliers from family care duties and house chores to summer camp organization

5. RESEARCHERS AND RESEARCH: GENDER EQUALITY AND SEX AND GENDER PERSPECTIVE

5.1 PROMOTING A GENDER AND SEX PERSPECTIVE IN RESEARCH PROCESSES

- monitor research data disaggregated by gender: funding allocation, publications submission, excellence evaluation, patent applications
- Development, communication and implementation of standards for the incorporation of the sex and gender variables into research
- organize internal training seminars and discussion groups on the use of sex and gender perspective in research, to foster the acknowledgment of its economic, social and innovation value
- institutional recognition of research work that have highlighted the gender dimension
- Promotion of networking of multidisciplinary research groups interested in gender issues and diversity management

6. TIMELINE OF THE GENDER EQUALITY PLAN

- This Gender Equality Plan is made to promote the creation of structures to support gender equality in Epigenica AB.
- The starting date of the Gender Equality Plan is October 3rd, 2022.
- Standard practice, as laid out in this Gender Equality Plan, to ensure gender-sensitive recruitment and career progression will be followed from the starting date of the GEP.
- Data collection on mentioned statistics and parameters, to set a baseline, will be collected during October 2022.
- Routines on how to enable flexible work schedules, remote work and optimize work meetings will be tasked to group supervisors to set during October and November 2022.
- Structured support for child care, family and personal life will be evaluated continuously and upon request by employees. Initial necessity evaluation will be carried out during October.
- Supervisors and high management will monitor the activities up until the next biannual meeting, scheduled to Q2, 2023.
- Final assessment of the implementation of each measure will be done at the next biannual meeting.
- No end date has been set for the Gender Equality Plan.

7. DISSEMINATION STRATEGY

1. This Gender Equality Plan will be published on the company website, www.epigenica.se, and any revision will be uploaded in a timely manner.
2. The workforce of the company will be informed of the finalization of this Gender Equality Plan after it is signed by high management. Future new employees will be informed of the existence of the Gender Equality Plan as part of their introduction training.
3. Relevant management and staff will receive training of the Gender Equality Plan within a specified time period after it is signed by high management.

Table 1. Gender Equality Plan's dissemination strategy

	Target	Time schedule
Publishing action #1	Company website	October, 2022
Publishing action #2	Workforce	October, 2022
Publishing action #3	Relevant management and staff	Q4, 2022
Publishing action #4]	Relevant external stakeholders	October, 2022