APPROVED

Director of the Scientific Research Center of Gagauzia
named after M. V. Marunevich

_____ I. A. Konstantinova

"___" _____ 2026

Order No. 07-k dated 02 January 2026

SCIENTIFIC RESEARCH CENTER OF GAGAUZIA

named after M. V. MARUNEVICH

GENDER EQUALITY PLAN

for 2026–2029

1. GENERAL PROVISIONS

1.1. This Gender Equality Plan (hereinafter referred to as the "GEP") of the Scientific Research Center of Gagauzia named after M. V. Marunevich (hereinafter referred to as the "Center") is an official institutional document defining the objectives, measures, responsible persons, indicators, and monitoring procedures in the field of gender equality for 2026–2029.

1.2. The GEP is aimed at ensuring equal rights and opportunities for women and men, preventing discrimination, creating a safe, fair, and inclusive working environment, and ensuring equal access to professional development, career advancement, scientific activity, and participation in decision-making.

1.3. The GEP has been developed taking into account the legislation of the Republic of Moldova, including Law No. 5-XVI of 9 February 2006 "On Ensuring Equal Opportunities for Women and Men".

1.4. The GEP applies to all employees of the Center within the scope of applicable legislation and internal regulations.

1.5. The GEP remains in force throughout the entire 2026–2029 period and shall be reviewed in the event of changes in legislation, funding programme requirements, or based on monitoring results.

2. LEGAL AND INSTITUTIONAL FRAMEWORK

The Constitution of the Republic of Moldova. Law of the Republic of Moldova No. 5-XVI of 9 February 2006 “On Ensuring Equal Opportunities for Women and Men”, as subsequently amended.

Other applicable provisions of the labour legislation of the Republic of Moldova.

Applicable provisions of legislation on non-discrimination, protection of dignity, and prevention of sexual harassment and gender-based violence.

The GEP shall be implemented taking into account the legislation in force on the date of adoption and implementation of the respective measures.

3. AIM AND OBJECTIVES

3.1. The aim of the GEP is to ensure an institutional environment in which women and men have equal opportunities for employment, scientific development, professional advancement, participation in leadership, and decision-making.

3.2. Objectives:

• ensuring equal opportunities in recruitment, promotion, and professional development;

• preventing discrimination on the grounds of sex;

• ensuring gender balance in management, committees, and working groups;

• promoting work–life balance;

• developing a gender-sensitive organisational culture;

• collecting, analysing, and monitoring sex-disaggregated personnel data;

• providing training for employees and management;

• taking the gender dimension into account in the content of scientific research where methodologically relevant;

• preventing gender-based violence and sexual harassment;

• ensuring a transparent and confidential mechanism for handling complaints and reports;

• regularly assessing the effectiveness of the GEP and adjusting measures on the basis of evidence.

4. KEY PRINCIPLES

• equality of rights and opportunities;

• non-discrimination;

• objectivity and transparency of personnel decisions;

• respect for human dignity;

• equal access to professional development;

• equal participation in decision-making;

• confidentiality and protection of complainants;

• zero tolerance of sexual harassment and gender-based violence;

• evidence-based practice, monitoring, and continuous improvement.

5. PUBLICATION AND APPROVAL OF THE GEP

5.1. The GEP shall be approved by the Head of the Center by order.

5.2. The current version of the GEP shall be published on the official website of the Center and made publicly accessible. The website shall also contain information confirming the official approval of the document.

5.3. Internal information containing personal data, individual personnel information, or detailed allocation of internal budgetary resources shall not be published unless required by law. The public version shall confirm the existence of the GEP and cover the mandatory procedural elements.

5.4. Previous versions of the GEP and approval documents shall be retained by the Center in accordance with the established procedure.

6. GOVERNANCE, RESOURCES AND GENDER EXPERTISE

6.1. Overall responsibility for implementation of the GEP rests with the Director of the Center.

6.2. A designated responsible person shall be appointed by a separate order of the Head. Name: Elena Dmitrievna Manol; position: Deputy Director.

6.3. The responsible person coordinates implementation of measures, monitoring, data collection, training, reporting, and proposals for adjustment of the GEP.

6.4. Where necessary, a working group on gender equality shall be established with an approved composition and defined functions.

6.5. The Center shall provide the necessary human and organisational resources. Measures shall be financed within the approved budget of the Center and from other lawful sources.

6.6. Where necessary, the Center shall engage external experts in gender equality, non-discrimination, labour relations, prevention of harassment, and the gender dimension of research.

6.7. Documents confirming resources and expertise may include orders, minutes, plans, training programmes, expert contracts, specialists' CVs, financial documents, and reports.

7. DATA COLLECTION, MONITORING AND REPORTING

7.1. The Center shall collect and analyse personnel data disaggregated by sex annually, in accordance with personal data protection legislation.

7.2. Monitoring shall include, where applicable:

• number of employees by sex;

• distribution by positions and personnel categories;

• representation of women and men in managerial positions;

• recruitment and promotion;

• participation in training and professional development;

• participation in scientific and international projects;

• participation in committees and working groups;

• work–life balance indicators;

• implementation of GEP measures;

• complaints concerning discrimination and harassment, in aggregated form.

7.3. A brief internal report on GEP implementation shall be prepared annually. A comprehensive assessment, including analysis of indicators and corrective measures, shall be conducted at least once every two years.

7.4. Reports shall not contain personal data that could identify individual employees or complainants.

8. TRAINING AND AWARENESS-RAISING

8.1. The Center shall provide activities for employees and separately for management/decision-makers.

8.2. The minimum set of topics shall include:

• gender equality and equal opportunities;

• discrimination and its prevention;

• unconscious gender biases;

• gender-sensitive organisational culture;

• equality in recruitment and career advancement;

• the gender dimension of scientific research;

• gender-based violence and sexual harassment;

• complaint and protection procedures.

8.3. For each activity, the programme, date, list of participants, materials, and, where available, confirmation of participation shall be retained.

8.4. Minimum target: at least one general activity for employees and one activity for management/decision-makers during each calendar year, or in accordance with the approved training plan.

9. WORK–LIFE BALANCE AND ORGANISATIONAL CULTURE

• compliance with legislation on working time, leave, and social guarantees;

• equal treatment of employees with family responsibilities;

• non-discrimination on the grounds of marital or family status;

• reasonable distribution of workload;

• support for a respectful and inclusive working environment;

• periodic assessment of the organisational climate.

10. GENDER BALANCE IN LEADERSHIP AND DECISION-MAKING

When forming management bodies, committees, and working groups, the Center shall strive for balanced representation of women and men while respecting requirements concerning competence, qualifications, and applicable legislation.

Indicators: annual analysis of the composition of management bodies, committees, and working groups; participation of women and men in decision-making; analysis of the causes of any potential imbalance.

11. RECRUITMENT AND CAREER ADVANCEMENT

11.1. Personnel decisions shall be based on qualifications, competence, experience, work performance, and other objective criteria.

11.2. Sex shall not be used as an unjustified criterion in recruitment, promotion, remuneration, access to training, or allocation of professional opportunities.

11.3. Data on applicants, recruited employees, promotions, and professional training shall be analysed annually, disaggregated by sex.

12. GENDER DIMENSION IN SCIENTIFIC RESEARCH

12.1. When preparing scientific projects and research, the Center shall assess whether the gender dimension is relevant to the subject matter, methodology, data, participants, or expected research outcomes.

12.2. Where the gender dimension is relevant, it shall be taken into account in the formulation of research questions, methodology, data collection and analysis, interpretation of results, and dissemination of findings.

12.3. For each new scientific project, where applicable, the following brief question shall be used: “Does the research have a gender dimension? If yes, how is it integrated?”

12.4. Where the gender dimension is objectively irrelevant, this shall be briefly justified in the project documentation.

12.5. The number of projects in which the gender dimension was relevant and integrated shall be analysed annually.

13. PREVENTION OF GENDER-BASED VIOLENCE AND SEXUAL HARASSMENT

13.1. The Center adheres to the principle of zero tolerance of gender-based violence, sexual harassment, discrimination, behaviour that violates human dignity, and retaliation against persons who report violations in good faith.

13.2. Employees shall be informed of whom to contact and how to submit a complaint or report.

13.3. Complaints shall be handled confidentially, objectively, and impartially in accordance with legislation and internal procedures.

13.4. Retaliation against a complainant or witness for making a report in good faith is not permitted.

13.5. Where necessary, competent specialists or external experts shall be involved in the review.

14. PROCEDURE FOR HANDLING COMPLAINTS AND REPORTS

14.1. A complaint or report may be submitted in writing to the Head of the Center or the designated responsible person.

14.2. Upon receipt of a complaint or report, its registration, confidentiality, and referral to a competent person for consideration shall be ensured.

14.3. A person with a conflict of interest shall not participate in the consideration of the complaint or report.

14.4. The review shall be conducted objectively, with the parties given an opportunity to present the relevant circumstances.

14.5. Measures shall be taken based on the outcome in accordance with legislation and internal regulations.

14.6. Information on cases in public reporting shall be presented only in aggregated and anonymised form.

14.7. Where necessary, the complainant shall be informed of the possibility of contacting competent state authorities in accordance with the legislation of the Republic of Moldova.

15. COMMUNICATION AND LANGUAGE

The Center strives to use non-discriminatory and respectful language in official documents, announcements, scientific publications, and informational materials. When presenting scientific results, equal recognition of the contributions of women and men shall be ensured.

16. ACTION PLAN FOR 2026–2029

No.	Measure	Timeframe	Responsible	Indicator
1	Publication of the approved GEP	2026	Management	GEP published
2	Appointment of a responsible person/working group	2026	Director	Order/decision
3	Baseline gender audit of personnel data	2026	Responsible person	Baseline table
4	Annual collection of personnel data	2026–2029	HR unit/responsible person	4 annual datasets
5	Monitoring of leadership and decision-making	Annually	Management	Report
6	Monitoring of recruitment and career advancement	Annually	HR unit	Report
7	Employee training	Annually	Responsible person	At least 1 activity/year
8	Training for management and decision-makers	Annually	Management	At least 1 activity/year
9	Training on unconscious biases	2026–2029	Responsible person/expert	At least 1 cycle
10	Prevention of sexual harassment	Annually	Management	Awareness-raising activity
11	Screening for the gender	Continuously	Management	Form/record in projects

	dimension of new research			
12	Assessment of organisational climate	Annually	Responsible person	Assessment/survey
13	Annual report on GEP implementation	Annually	Responsible person	Report
14	Comprehensive GEP assessment	2027 and 2029	Management	Analytical report
15	Updating the GEP	As necessary/2029	Management	Updated version

17. PERFORMANCE INDICATORS

Baseline values for 2026 shall be entered after the personnel gender audit has been conducted. For each indicator, the baseline value, target value, and actual result shall be recorded.

Indicator	2026 Baseline	Target by 2029	Actual	Source
Number of employees by sex	___	Monitoring without unjustified imbalance	___	Personnel data
Women/men in management	___	Equal access to managerial roles	___	Personnel data
Participation in training	___	≥ 1 activity/year	___	Participant lists
Management training	___	≥ 1 activity/year	___	Minutes
Recruitment and promotion	___	Annual monitoring	___	Personnel data
Measures to prevent harassment	___	≥ 1/year	___	Programmes
Annual GEP reports	0	4	___	Reports
Comprehensive reports	0	2	___	Reports

18. FINANCING

The GEP shall be financed within the approved budget of the Center and from other lawful sources. Each year, when planning activities, the necessary expenditures for training, expert support, awareness-raising activities, monitoring, and evaluation shall be determined. Detailed internal budget information is not part of the public version of the GEP unless otherwise required by law.

19. MONITORING, REVIEW AND CORRECTIVE MEASURES

Annual monitoring shall be conducted by the responsible person and submitted to management. If measures have not been implemented, the reasons, corrective actions, a new deadline, and a responsible person shall be determined.

A comprehensive assessment shall be conducted at least once every two years. The GEP shall be reviewed in the event of significant changes in legislation.

20. FINAL PROVISIONS

20.1. The GEP shall enter into force upon approval.

20.2. The GEP shall remain in force throughout 2026–2029.

20.3. All structural units shall participate in implementation of the GEP within the scope of their respective powers and responsibilities.

20.4. The current public version shall be published on the official website of the Center.

20.5. Documents confirming implementation of the GEP shall be retained by the Center in accordance with the established procedure.