

Gender Equality Plan

2026-2029



Index

FRAMEWORK	4
INTRODUCTION	4
CHARACTERISATION	6
OBJECTIVES	10
PHASES	12
MONITORING AND EVALUATION	13
LEGISLATION	14
REFERENCES	14



GENDER EQUALITY PLAN



FRAMEWORK

INTRODUCTION

A fair and egalitarian society is the foundation for sustainable and cohesive social development. Gender equality implies equality of rights, freedoms, opportunities, choices, participation, recognition, and appreciation of women and men in all areas of society, and is currently recognised as essential to the process of sustainable and democratic development.

Gender equality is a principle of citizenship enshrined in the United Nations Charter of 1945 and in the Universal Declaration of Human Rights of 1948. It is also included in several conventions of the International Labour Organization and in the founding legislation of the European Union, namely since the Treaty of Rome of 1957. In national legislation, it is enshrined in the Portuguese Constitution, in Decree-Law No. 62/2017 of 1 August—which established the regime of balanced representation between women and men in the administrative and supervisory bodies of public sector entities and publicly listed companies—and in Resolution of the Council of Ministers No. 61/2018, which approves the National Strategy for Equality and Non-Discrimination 2018–2030. Gender equality is also one of the Sustainable Development Goals proposed by the United Nations for 2030.

Despite the progress observed in the participation of Portuguese women in the labour market—one of the highest within the European Union (EC-DGRI, She Figures 2021)—inequalities that require correction still persist. In Portugal, women are predominantly represented among unskilled workers (70.9%), although they constitute the majority among professionals in intellectual and scientific activities (59.5%; CIG, 2021). In management, decision-making positions and executive bodies, Portuguese women remain underrepresented, accounting for only about one third of workers (35.7%; CIG, 2021). These differences in occupational distribution are reflected in wages and correspond to a gender pay gap of 26.5%, to the disadvantage of women (CIG, 2021).

Within the framework of current Portuguese labour legislation, the principle of equality between women and men in employment is implemented through a set of rights and guarantees, namely:

- a) The right to equal access to work and employment (Article 24 of the Labour Code);
- b) Equality in working conditions and in access to vocational training and career progression (Article 24 of the Labour Code);
- c) The guarantee of equal pay for equal work or work of equal value between women and men (Article 31 of the Labour Code; Law No. 60/2018 of 21 August);
- d) Protection of parenthood (Article 35 of the Labour Code), as well as the promotion of the sharing of parental responsibilities between mothers and fathers, namely through the extension of leave when it is shared (Article 40 of the Labour Code) and the creation of exclusive leave periods for fathers (Article 43 of the Labour Code);
- e) The reconciliation of professional activity with family and personal life, through the provision of working conditions that facilitate this balance for all workers (Articles 127 and 212 of the Labour Code).

CoLAB ForestWISE recognises the importance of promoting equal opportunities and equal treatment between women and men within the organisational context and is committed to integrating the principle of gender equality into its internal practices, particularly regarding the aspects listed above.

This Gender Equality Plan therefore aims to identify any existing asymmetries and to define measures that contribute to the promotion of an inclusive working environment that values diversity and fosters the balanced participation of women and men.

CHARACTERISATION

CoLAB ForestWISE, the Collaborative Laboratory for Integrated Forest and Fire Management, is an R&D&I institution that aims to promote multidisciplinary (co-)research and the transfer of knowledge and technology in integrated forest and fire management, through joint efforts between academia, public administration, and industry.

The Board of Directors of CoLAB ForestWISE is elected every three years by the General Assembly of Associates and is responsible for appointing the Chief Technology Officer (CTO).

The person holding the position of CTO, along with the other members of the Executive Board, is responsible for managing the CoLAB ForestWISE team which is allocated to four Work Lines coordinated by team members appointed by the CTO.

The CoLAB team is allocated across four Work Lines and four cross-functional units (Administrative and Financial, Information Technology, Communication, and Project Support). (see **Figure 1**).

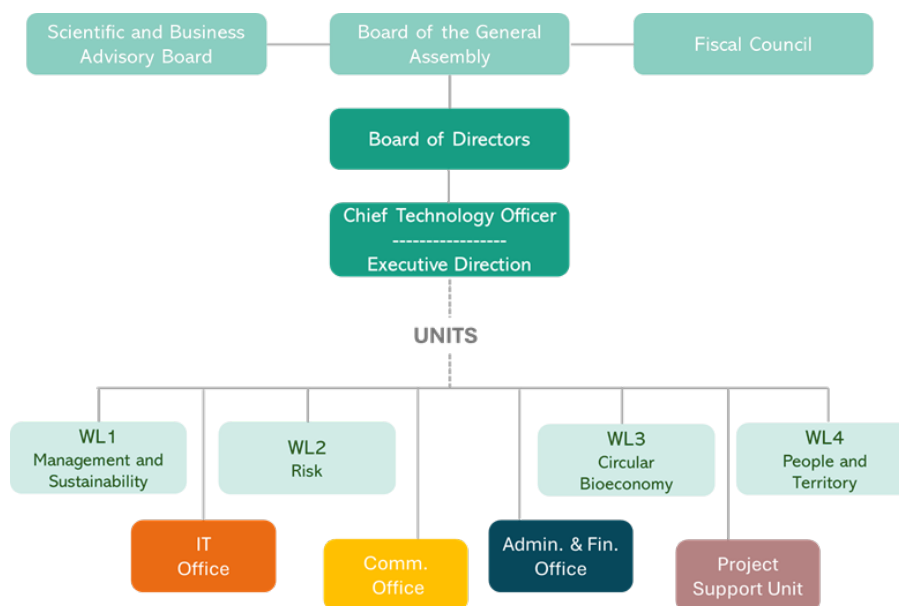


Figure 1. Institutional organisational chart of CoLAB ForestWISE.

The team at CoLAB ForestWISE is currently composed of 46 employees. The professional categories within the CoLAB ForestWISE team are divided into: Senior Researcher, Project Manager, Project Officer, Communication Manager, Administrative and Financial Manager, and IT Manager.

Distribution of employees by sex

The distribution of employees by sex at CoLAB ForestWISE shows a higher prevalence of women (57%) compared to men (43%) (Figure 2). Nevertheless, this distribution falls within the range of balanced representation between women and men, generally considered to be between 40% and 60%, as established in Decree-Law No. 62/2017, which sets out measures to promote balanced representation between women and men.

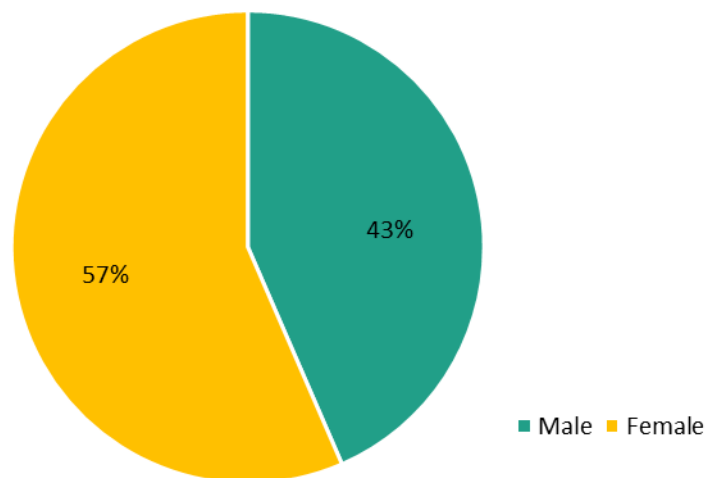


Figure 2. Distribution of CoLAB ForestWISE employees by sex

Distribution of employees by professional category and sex

Considering only the professional categories with more than one employee, it can be observed that in the roles of Senior Researcher and Administrative and Financial Manager there is a balanced distribution between women and men (40%–60%). In the roles of Project Manager and Communication Manager, there is greater female representation, while in the roles of IT Manager and Project Officer there is greater male representation (**Table 1**).

Professional Category	Male	Female	Total
Senior Researcher	5 (45%)	6 (55%)	11 (100%)
Project Manager	5 (33%)	10 (67%)	15 (100%)
Project Officer	4 (66%)	2 (33%)	6 (100%)
Administrative and Financial Manager	2 (25%)	4 (75%)	6 (100%)
Communication Manager	1 (25%)	3 (75%)	4 (100%)
IT Manager	3 (75%)	1 (25%)	4 (100%)
Total	20	26	46

Table 1. Distribution of employees by professional category and sex

Distribution of employees in leadership and management positions

The leadership bodies of the executive team at CoLAB ForestWISE include the position of Chief Technology Officer (CTO) and the Executive Direction. Reporting to these are the coordinators of the eight units: the Coordination of the Work Lines, the Administrative and Financial Department, the Communication Office, the IT Office, and the Project Support Unit.

The Executive Direction consists of the CTO and three members of the team, including one woman. The Coordination of the Work Lines comprises eight members in coordination and co-ordination roles, with gender parity in both positions. The Administrative and Financial Department is coordinated by a female member, the Communication Office is led by a female member, and the IT Office is led by a male member.

The analysis of the data on the distribution of employees in leadership and management positions by sex (**Table 2**) reveals a male predominance in the highest decision-making positions. In the coordination and co-coordination of the Work Lines, there is gender parity between women and men (50% each), while in the coordination of the offices a higher representation of women can be observed. It should also be noted that, due to the small number of leadership and management positions, small variations in the number of individuals may result in significant percentage differences.

Position	Male	Female	Total
CTO	1 (100%)	0	1 (100%)
Executive Director	2 (67%)	1 (33%)	3 (100%)
Work Line Coordinator	2 (50%)	2 (50%)	4 (100%)
Work Line Co-Coordinator	2 (50%)	2 (50%)	4 (100%)
Department/Office/Unit Coordinator	1 (25%)	3 (75%)	4 (100%)
Researcher	1 (33%)	2 (67%)	3 (100%)
Manager or Officer	11 (41%)	16 (59%)	27 (100%)
Total	20	26	46

Table 2. Distribution of employees in leadership and management positions by sex

Distribution within the Board of Directors

The Board of Directors of CoLAB ForestWISE is composed of an Assembly of Associates elected every three years. It currently includes nine members, all of whom are male.

Distribution of employees by level of educational attainment

Comparing the distribution by level of educational attainment between men and women (**Table 3**), a similar distribution pattern can be observed, with no significant differences identified between the sexes.

Level of educational attainment	Male	Female	Total
Doctorate	6 (30%)	8 (31%)	14
Master's degree	8 (40%)	10 (38%)	18
Bachelor's degree	6 (30 %)	8 (31%)	14
Total	20 (100%)	26 (100%)	46

Table 3. Distribution of employees by level of educational attainment and sex

OBJECTIVES

The Gender Equality Plan constitutes a relevant management instrument and is aligned with the organisation’s commitment to promoting an inclusive and equitable organisational culture. In this context, objectives have been developed within seven areas of intervention, defined based on the guidelines of Comissão para a Igualdade no Trabalho e no Emprego (2019). These areas correspond to strategic fields of action for promoting gender equality within the organisational context (**Table 4**).

Areas of intervention	Objectives
Strategy, mission, and values	Publicly assume (internally and externally) the commitment to promoting equality between women and men and raise awareness of the Gender Equality Plan and its strategic importance for the organisation
	Ensure the implementation of the Gender Equality Plan, as well as its monitoring, follow-up, and sustainability
	Engage and encourage the participation of all employees in the implementation of the Gender Equality Plan
	Ensure equal visibility of women and men in all forms of language, both internally and externally
	Counteract the perpetuation of gender stereotypes and strengthen a culture of equality between women and men
	Ensure respect for the principle of equality between women and men and non-discrimination in external relations
	Promote and consolidate external partnerships aimed at advancing equality between women and men
	Ensure that employees are informed about their rights and duties in the area of equality and non-discrimination
Equality in access to employment	Ensure a fair and objective recruitment and selection process for women and men
	Address structural barriers to equality between women and men and to the segregation of roles and positions
	Encourage applications from women and men to professional categories where they are underrepresented.
Initial and continuous training	Promote equal opportunities for women and men in access to training (e.g., adequate dissemination, inclusion of all hierarchical levels, and schedules compatible with work–life balance).
	Ensure increased awareness and knowledge among employees regarding gender equality issues.

Areas of intervention	Objectives
Equality in working conditions and career progression	Ensure a fair and objective evaluation process for women and men, guaranteeing transparency regarding the performance evaluation model
	Promote equality between women and men in career progression and professional development
	Encourage a balanced participation of women and men in strategic and decision-making positions
	Ensure the principle of equal pay for equal work or work of equal value
	Promote internal transparency regarding the salary policy
Parental protection	Guarantee employees' right to take parental leave
	Encourage male employees to share the use of initial parental leave
	Guarantee employees' right to take leave and absences related to parenthood
	Encourage male employees to share the use of leave and absences related to parenthood
	Guarantee employees' right to reduced working time in the context of parenthood
	Ensure the protection of the safety and health of pregnant, postpartum, or breastfeeding employees
	Ensure protection against dismissal for pregnant, postpartum, or breastfeeding employees, or for employees taking parental leave
Work-life balance (reconciling professional, family, and personal life)	Disseminate legal rights related to the protection of parenthood and family support, as well as existing resources that facilitate the reconciliation of professional and family life
Promotion of equal interpersonal dynamics and prevention of workplace harassment	Promote the use of measures for the flexibilisation and organisation of working time provided by law (e.g., flexible working hours, teleworking)
	Prevent and combat harassment in the workplace
	Prevent and combat other offences against the physical or moral integrity, freedom, honour, or dignity of employees

Table 4. Areas of intervention and objectives of the Gender Equality Plan

PHASES

The achievement of the objectives defined in this Gender Equality Plan will be operationalised through six phases, based on the guidelines of Comissão para a Igualdade no Trabalho e no Emprego (2019) and European Institute for Gender Equality (2016):

- **Phase 1** | Raising employees' awareness of gender equality issues, namely through the internal dissemination of the Gender Equality Plan and the creation of moments for team reflection.
- **Phase 2** | Diagnosis of the situation of men and women, based on the matrix provided by CITE (2019) and consultation with employees.
- **Phase 3** | Systematic collection of human resources data disaggregated by sex, based on the indicators provided by CITE (2019).
- **Phase 4** | Formulation of measures based on the results of the diagnosis.
- **Phase 5** | Implementation of measures aimed at promoting gender equality within the organisation.
- **Phase 6** | Monitoring and impact assessment, including the preparation of an evaluation report and the dissemination of the respective results among employees.

In order to ensure the effective implementation of this Gender Equality Plan, CoLAB ForestWISE will establish a Gender Equality Working Group (GEWG) with balanced gender representation, appointed by the Board of Directors. This group will include one member of the Board of Directors, one member of the Executive Direction, and four employees from the executive team. The group will be responsible for monitoring the implementation of the planned actions and promoting coordination between the different areas of the organisation.

The implementation process will take place over four years, according to the schedule described in **Table 4**.

PHASES	2026	2027	2028	2029
Phase 1 Awareness-raising	X	X	X	X
Phase 2 Diagnosis of the situation of women and men in the organisation	X		update	
Phase 3 Systematic data collection	X	update	update	review
Phase 4 Development of measures	X	review	review	Preparation of the next Plan
Phase 5 Implementation of measures	X	X	X	X
Phase 6 Monitoring	X	X	X	X

Table 4. Timeline of the phases of the Gender Equality Plan.

MONITORING AND EVALUATION

Monitoring the evolution of the situation of women and men within the organisation will make it possible to identify potential inequalities and support the adjustment of measures, contributing to continuous improvement in the field of gender equality.

The monitoring of the implementation of the Gender Equality Plan will be ensured by the Gender Equality Working Group based on the collection of information guided by the defined indicators. This monitoring will include periodic meetings and the systematic collection of relevant information to support the continuous improvement of organisational practices in the field of gender equality.

The evaluation of the impact of the Gender Equality Plan will be carried out through a critical analysis of the set of defined indicators, leading to the preparation of an evaluation report to be shared with employees.

LEGISLATION

Portuguese Labour Code, approved by Law No. 7/2009 of 12 February. [Diário da República n.º 30/2009, Série I de 2009-02-12](#)

Law No. 60/2018 of 21 August. [Diário da República n.º 160/2018, Série I de 2018-08-21](#)

Law No. 62/2017 of 1 August. [Diário da República n.º 147/2017, Série I de 2017-08-01](#)

Resolution of the Council of Ministers No. 61/2018 of 21 May. [Diário da República n.º 97/2018, Série I de 2018-05-21](#)

REFERENCES

Comissão para a Cidadania e a Igualdade de Género, & Unidade de Apoio à Estratégia e Planeamento. (2021). *Igualdade de género em Portugal: Boletim estatístico 2021*. <https://www.cig.gov.pt>

Comissão para a Igualdade no Trabalho e no Emprego (CITE). (2019).

Guião para a elaboração dos planos para a igualdade (anuais). Lisboa: CITE. https://cite.gov.pt/documents/14333/137054/Planos_Igualdade_Guiao.pdf

European Commission, Directorate-General for Research and Innovation. (2021). *She Figures 2021: Gender in Research and Innovation – Statistics and Indicators*. Publications Office of the European Union. <https://doi.org/10.2777/06090>

European Institute for Gender Equality. (2016). *Gender equality in academia and research: GEAR tool*. Publications Office of the European Union. <https://doi.org/10.2839/272753>

Approved by Board of Directors President