



GENDER EQUALITY PLAN

2022-2024

INDEX

| | | |
|---|---|---|
| 1 | COMMITMENT TO THE EQUALITY | 3 |
| 2 | INTRODUCTION | 4 |
| 3 | PERSONAL, TERRITORIAL AND TEMPORARY SCOPE | 5 |
| 4 | STATEMENTS | 6 |
| 5 | STRATEGIC CONTEXT..... | 7 |
| 6 | GOALS | 8 |
| 7 | PLAN MEASURES..... | 9 |

1 COMMITMENT TO THE EQUALITY

ENCO expresses its commitment to the establishment and development of policies that integrate equal treatment and opportunities between genders. We also promote measures to achieve real equality within our organization, establishing equal opportunities between men and women as a strategic principle of our Corporate and Human Resources Policy. We do this in line with the Italian Law n.162/2021 which provides the certification of gender equality starting from 1 January 2022.

In each of ENCO's areas of activity, from recruitment to promotion, including wage policy, training, working and employment conditions, occupational health, work time management and work-life balance, we maintain the principle of equal opportunities between men and women, focusing the attention to indirect discrimination, understood as a situation in which a neutral disposition, criterion or practice places a person of one sex at a clear disadvantage compared to a person of the other sex.

The abovementioned principles are put into practice through the development and implementation of equality plans. These plans include improvements to the current system and the implementation of appropriate monitoring systems in order to drive towards equality between men and women in the company, reducing the gender gap.

Giampiero de la Feld

ENCO srl CEO

March 2022

2 INTRODUCTION

ENCO's strategy on gender equality originates from our actions and work over more than 30 years on equality in the workplace and turns around our objective.

ENCO People department policy is based on the development of people, regardless of their gender, age, ability, culture and race, and we firmly believe in this. For this reason, in 2022 ENCO made commitment to draw up the first equality plan in order to progress in equal opportunities between women and men. This commitment is the result of considering people as the core of ENCO and the strategic axis from the beginning.

This Gender Equality Plan (GEP) shows the organization's plan to achieve this goal, its scope and the strategic objectives we want to reach over the next three years. It is intended to be a living document that will be updated regularly to accommodate new actions and developments.

ENCO focuses on people and our policies concentrated on their development.

3 PERSONAL, TERRITORIAL AND TEMPORARY SCOPE

The equality plan will apply to all employees, regardless of the position.

The provisions of the plan will affect the workforce and the plan will be valid for three years, from 2022 to 2024. Then, a new plan will be adapted to the evolution of the company. The parties will begin planning the next one two months before the end of the current plan.

4 STATEMENTS

The promotion of **gender equality** and **equal opportunities** represents an important topic for ENCO since the beginning, guaranteeing a gender balance both at the organizational level and within the activities promoted. Gender considerations are crucial both to ENCO's vision and to the achievement of its mission.

We consider equality an essential part of building a fair and sustainable future.

Currently, more than 50% of our staff is made up of women.

To progress gender equality further we must also continue to challenge the beliefs and attitudes that are undermining progress.

We must expand our focus on workplace flexibility and be more innovative in how we overcome the barriers that gender diverse individuals face.

The equality plan acknowledges that "gender equality is about non-discrimination and the protection of fundamental human rights".

With that in mind, we also recognise that gender is non-binary and that various gender identities apart from men and women exist, including Lesbian, Gay, Bisexual, Transgender and Intrasexual (LGBTI), and that people with many of these gender identities face systematic discrimination and violence.

ENCO stands in support of equal rights and fair treatment of all members of the LGBTI community.

5 STRATEGIC CONTEXT

ENCO srl is an innovative consulting company that offered services and support to private companies and research centers in the entire cycle of Innovation Management. With more 30 years' experience in turning ideas into innovative solutions and a skilled, passionate and international team – ENCO assists its clients with highly specialized services in R&I projects, providing tailor made support and guidance from the proposal development to the project implementation: securing funds, communication, dissemination, exploitation, marketing, business development and LCA. Throughout the years ENCO has expanded its range of activities and expertise opening new offices in Milan, Brussels and Rio de Janeiro.

ENCO takes a leading role in recognizing and valuing the diversity of its staff based on language, cultural background, gender, age, religion, geographical region, sexual orientation, functional disability and socio-economic situation.

This role is positively linked to the organizational situation given the variety of cultural backgrounds of its employees and more than 50% of its workers are women.

The organization's performance in relation to gender equality, in particular, significant achievement with women being well represented in senior management and in certain disciplines.

For many years ENCO has been very committed to the fight against gender-based violence. Together with the members of its network and in partnership with other important European players, ENCO will strive to regularly promote project initiatives that aims to preserve the physical, emotional health, safety and well-being of employees.

ENCO is dedicated to making an additional effort to achieve a gender-equal company culture, by taking the measure necessary to develop working conditions and a culture in which female, as well as male workers, feel they are welcome, have job satisfaction and experience the organization as a caring and fair employer.

Additionally, ENCO takes a clear stance when it comes to quotas and targets, as is elaborated further in this action plan. At the same time, it is important to work on company culture. A quantitative target is of no use without a simultaneous change in mentality. This gender equality plan suggests the development of specific interventions for areas in need of more practical and strategic approaches, in order to ensure the empowerment of gender diverse individuals as a step towards gender equality.

6 GOALS

The objective of this GEP is to serve as a tool and framework for enhancing gender equality in the workplace and to enable the integration of gender into organizational practices.

In parallel, this GEP also aims to contribute to the achievement of gender equality by providing high level consulting services in order to build tomorrow future through ground-breaking R&I projects, paying attention to gender differences and actively promoting equality between gender diverse individuals.

The measures and actions included in this plan seek to achieve the following specific objectives:

Qualitative objectives:

- To integrate the gender perspective in the management of the organization.
- To guarantee access to employment on equal conditions, establishing objective selection criteria based on meritocracy.
- To guarantee a true work-life balance that contributes to the personal and professional development of the people working at ENCO, thus contributing to a culture of co-responsibility.
- To guarantee a work environment based on respect and non-discrimination, establishing as labour right for all people the protection against moral, sexual and gender-based harassment.
- To promote the presence of women in the proposals preparation.
- To promote the presence of women in the management of R&I projects.

Quantitative objectives:

- To maintain or improve the balance between men and women in the organization.
- To conduct at least one training for employees to disseminate the equality plan, involving the workforce and raising awareness of equality.

7 PLAN MEASURES

In R&I five minimum priority areas of interventions that will enable strategic and sustainable change at ENCO are essential for gender equality:

1. Work-life balance and organizational culture
2. Gender balance in leadership and decision-making
3. Gender equality in recruitment and career progression
4. Integrating the gender dimension into research and teaching content
5. Measures against gender-based violence including sexual harassment.

The plan will allow us, over the next four years, to navigate and accelerate the gender equality journey that ENCO must take in order to improve its performance.

To achieve its strategic goals, ENCO needs to work in several areas that serve as building blocks for the strategy, listed below.

| Area 1: Access to employment and recruitment |
|--|
| <ul style="list-style-type: none"> • To ensure that no requirements on gender stereotypes are included in job offers |
| <ul style="list-style-type: none"> • To draw up a recruitment guide |
| <ul style="list-style-type: none"> • To apply a talent matrix that avoids gender biases when recruiting |
| <ul style="list-style-type: none"> • To promote the organisation's image and reputation as inclusive that supports and values diversity |
| <ul style="list-style-type: none"> • To have a human resources policy to promote equal career opportunities for all genders |

| Area 2: Professional classification, promotion, training and representation of women |
|---|
| <ul style="list-style-type: none"> • To include a mandatory section on equality in the onboarding of newly recruited workers |
| <ul style="list-style-type: none"> • Leadership training focused mainly on newly promoted women |
| <ul style="list-style-type: none"> • To disseminate and promote access to external professional networks with specific support for women |
| <ul style="list-style-type: none"> • To foster parity when choosing panelists for conferences |
| <ul style="list-style-type: none"> • To foster parity when choosing the participants for trade fairs stand-side |
| <ul style="list-style-type: none"> • To celebrate the International Day of Women and Girls in Science (11 February) |

| Area 3: Work-life balance and co-responsibility |
|---|
| <ul style="list-style-type: none"> • To draw up a proposal for a remote work pilot test |
| <ul style="list-style-type: none"> • To draw up a practical guide for employees on maternity and paternity |
| <ul style="list-style-type: none"> • To update the work-life balance guide with a co-responsibility approach |
| <ul style="list-style-type: none"> • To undertake a regular review of flexible work and other relevant policies |
| <ul style="list-style-type: none"> • Diagnosis of people's needs coming back to work after parental leaves, with respect to support from the organisation |
| <ul style="list-style-type: none"> • Training and mentorship programmes that help employees to accommodate work demands on their return from parental, maternity or family-related leave |

| Area 4: Occupational health |
|---|
| <ul style="list-style-type: none"> • To include the gender perspective in risk assessments and health surveillance |
| <ul style="list-style-type: none"> • To draw up an absenteeism report with a gender perspective |
| <ul style="list-style-type: none"> • To foster remote work for pregnant women |

| |
|---|
| Area 5: Remuneration and audits |
| <ul style="list-style-type: none"> • To study remuneration in accordance with ENCO professional categories • To monitor possible deviations in the remuneration policy through annual reports |

| |
|---|
| Area 5: Prevention of sexual and gender harassment |
| <ul style="list-style-type: none"> • To modify the harassment procedure: gender perspective and resolution by third parties • To adhere to global corporate policies on zero tolerance for all forms of violence in the workplace • To prepare annual surveys of all staff evaluating gender experiences in workplace: harassment, discrimination, workplace culture and management styles • To provide staff with specific training courses and materials on fighting sexual and gender-based violence, gender equality and unconscious gender biases • To create reporting mechanism that allow staff to raise concerns, document and act on gender balance issues they identify |

| |
|---|
| Area 6: Communication and inclusive language |
| <ul style="list-style-type: none"> • To draw up a guide for an inclusive recruitment process to avoid unconscious biases • To provide employees with guides and workshops on the integration of equality and diversity in training programme design, and learning activities as teaching and learning support • Communications about training must not be gender-specific unless the training is specifically designed for a specific gender • To ensure all staff are aware of the gender equality and related equality policies • Use social media to create a positive image of successful practices put in place by ENCO |