

GENDER EQUALITY PLAN (GEP)

City of Scientific Research and Technological Applications (SRTA-City)

Implementation Period: 2026–2029

New Borg El-Arab City, Alexandria, Egypt

1. Introduction

The City of Scientific Research and Technological Applications (SRTA-City) is committed to promoting equal opportunities, fairness, inclusion, and non-discrimination among women and men across its research, administrative, technical, and support activities.

As a research and technological institution participating in international research and innovation programmes, SRTA-City recognises the importance of gender equality as an essential element of a fair, inclusive, and productive research environment.

This Gender Equality Plan (GEP) establishes a structured institutional framework for promoting gender equality within SRTA-City during the period 2026–2029.

2. Purpose and Objectives

The overall objective of this GEP is to promote equal opportunities for women and men and to prevent gender-based discrimination within SRTA-City.

The specific objectives are to:

1. Promote equal opportunities in recruitment, career development, promotion, and professional training.
2. Encourage balanced participation of women and men in leadership and decision-making.
3. Support a working environment that enables an appropriate balance between professional responsibilities and personal or family responsibilities.
4. Increase awareness of gender equality and unconscious gender bias.
5. Prevent and appropriately address harassment and gender-based discrimination.
6. Where relevant, integrate the gender dimension into research and innovation activities.
7. Establish systematic collection and monitoring of sex-disaggregated institutional data.
8. Monitor progress through measurable indicators and periodic reporting.

3. Scope

This GEP applies to the employees and organisational units of SRTA-City, including:

- Researchers and scientific staff;
- Technical staff;
- Administrative staff;
- Management and decision-making bodies;
- Project teams and personnel involved in research and innovation activities;
- Other personnel working within the institution, where applicable.

The principles of this Plan shall also be considered, where relevant, in institutional partnerships, recruitment processes, training activities, and externally funded research projects.

4. Institutional Commitment

SRTA-City is committed to ensuring that women and men have equal opportunities to participate in and contribute to institutional activities.

The institution will promote:

- Equal treatment and equal opportunities;
- Transparent and merit-based recruitment and career development;
- Equal access to training and professional development;
- Fair participation in decision-making;
- A respectful and inclusive working environment;
- Zero tolerance for discrimination and harassment;
- Appropriate consideration of gender equality in research and innovation activities.

The implementation of this Plan shall be supported by the institution's senior management.

5. Priority Areas and Measures

5.1 Work–Life Balance and Organizational Culture

SRTA-City will promote an organizational culture that supports employees in balancing professional responsibilities with personal and family responsibilities.

Measures

- Promote flexible and reasonable working arrangements where operationally feasible.
- Ensure that employees have equal access to institutional opportunities regardless of gender.
- Consider work–life balance when organising meetings, training, and institutional activities where feasible.
- Promote a respectful and inclusive workplace culture.
- Raise awareness of gender equality among employees.

Indicators

- Number/proportion of women and men benefiting from available flexible working arrangements.
- Participation of women and men in training and institutional activities.
- Results of periodic staff feedback or surveys, where implemented.

Where operationally feasible and in accordance with applicable institutional regulations, SRTA-City will consider flexible working arrangements and the scheduling of meetings and training activities in a manner that supports work–life balance.

5.2 Gender Balance in Leadership and Decision-Making

SRTA-City will promote balanced participation of women and men in leadership positions, committees, working groups, and decision-making structures, while respecting qualifications, competence, and applicable institutional procedures.

Measures

- Monitor the representation of women and men in leadership and decision-making positions.
- Encourage balanced participation in committees and working groups where feasible.
- Consider gender balance when establishing new committees and project teams.
- Monitor participation in externally funded research project management and coordination roles.

Indicators

- Percentage of women and men in leadership positions.
- Percentage of women and men participating in institutional committees.
- Percentage of women and men holding coordination or management roles in research projects.

5.3 Gender Equality in Recruitment and Career Progression

SRTA-City will promote fair and transparent recruitment, promotion, evaluation, and professional development opportunities.

Measures

- Apply transparent and merit-based recruitment and promotion procedures.
- Ensure that recruitment and selection processes provide equal opportunities to women and men.
- Monitor gender distribution in recruitment, promotion, and career development.
- Promote equal access to professional training and capacity-building activities.
- Raise awareness of unconscious gender bias among staff involved in recruitment and evaluation processes.

Indicators

- Percentage of women and men among new recruits.
- Percentage of women and men receiving promotions.
- Participation in training and professional development by gender.
- Representation of women and men at different career levels.

5.4 Integration of the Gender Dimension into Research and Innovation

Where relevant to the scientific discipline and research topic, SRTA-City will encourage consideration of the gender dimension in research and innovation activities.

Measures

- Raise awareness among researchers about the potential relevance of gender in research design and analysis.
- Encourage researchers to assess whether sex and/or gender is relevant to research questions, methodologies, data collection, analysis, or outcomes.
- Include gender considerations in research training where appropriate.
- Promote balanced participation of women and men in research teams where feasible.

Indicators

- Number of relevant research projects considering sex/gender dimensions.
- Number of researchers receiving relevant awareness or training.
- Gender composition of research teams where data are available.

5.5 Measures Against Gender-Based Violence and Harassment

SRTA-City is committed to maintaining a safe and respectful working environment free from discrimination, harassment, intimidation, and gender-based violence.

Measures

- Raise awareness of unacceptable behaviour, harassment, and gender-based discrimination.
- Provide appropriate channels for reporting concerns or complaints in accordance with applicable institutional and national procedures.
- Ensure that complaints are treated seriously, confidentially, and fairly.
- Inform employees about available institutional mechanisms for addressing complaints.
- Include awareness of respectful workplace behaviour in relevant training activities.

Indicators

- Number of awareness activities conducted.
- Number of employees receiving relevant information or training.
- Monitoring of reported cases and their handling, subject to confidentiality and applicable data protection requirements.

Complaints and concerns shall be handled through the applicable institutional mechanisms and procedures, with due regard to confidentiality, fairness, and applicable data-protection requirements

6. Data Collection and Monitoring

SRTA-City will establish a systematic approach to collecting and analysing sex-disaggregated data relating to its personnel.

The baseline assessment will include, where data are available:

- Total number of employees by gender;
- Researchers by gender;
- Administrative and technical staff by gender;
- Career level by gender;
- Management and leadership positions by gender;
- Recruitment by gender;
- Promotions by gender;
- Training participation by gender;
- Participation in committees and decision-making bodies by gender;
- Participation in research project leadership and coordination by gender.

The baseline data will be established during the initial implementation phase of this Plan.

Progress will subsequently be monitored using appropriate indicators, and an annual monitoring report will be prepared.

The monitoring process will respect applicable confidentiality and personal-data protection requirements.

7. Awareness Raising and Training

SRTA-City will promote awareness of gender equality throughout the institution.

Training and awareness activities may include:

- Gender equality principles;
- Equal opportunities and non-discrimination;
- Unconscious gender bias;
- Inclusive recruitment and evaluation;
- Prevention of harassment and inappropriate workplace behaviour;
- Gender dimensions in research and innovation, where relevant.

Training will target employees generally and, where appropriate, staff involved in management, recruitment, evaluation, and decision-making.

8. Governance and Responsibilities

The implementation of the GEP will be supported by the senior management of SRTA-City and shall be coordinated by a designated institutional focal point or responsible unit appointed by the senior management of SRTA-City. The designated focal point or unit shall coordinate implementation, monitoring, data collection, awareness-raising activities, and preparation of annual progress reports.

The responsible unit will:

1. Coordinate the collection of gender-disaggregated data.
2. Monitor implementation of the measures.
3. Coordinate awareness and training activities.
4. Prepare annual progress reports.
5. Identify areas requiring improvement.
6. Recommend updates to the GEP when necessary.

Relevant departments and research institutes will cooperate by providing the information required for monitoring and implementation.

9. Resources

SRTA-City commits to providing appropriate institutional resources for the implementation of this GEP, subject to applicable institutional procedures and available resources.

Resources may include:

- Staff time;
- Training and awareness activities;
- Data collection and monitoring;
- Gender equality expertise, where required;
- Communication and dissemination activities;
- Other resources necessary for implementation.

The institution will seek to integrate gender equality considerations into relevant institutional activities and externally funded projects.

10. Implementation Timeline

Period	Main Activity
2026	Formal adoption of the GEP and designation of responsible personnel
2026–2027	Baseline collection and analysis of sex-disaggregated institutional data
2026–2029	Awareness raising and training activities
2026–2029	Implementation of measures under the five priority areas
Annually	Monitoring of indicators and preparation of progress report
2028	Mid-term review of the GEP
2029	Final evaluation and preparation of the next GEP

11. Key Performance Indicators

The following indicators will be monitored annually, where data are available:

Indicator	Baseline	Target/Direction
Women among total personnel	To be established	Monitor and improve where imbalance exists
Women in leadership positions	To be established	Progress towards balanced representation
Women in decision-making committees	To be established	Improve gender balance
Women among new recruits	To be established	Equal opportunity
Women receiving promotions	To be established	Equal opportunity
Training participation by gender	To be established	Equal access
Gender equality awareness activities	To be established	At least one institutional activity annually
Unconscious-bias training	To be established	Regular training for relevant staff
Sex-disaggregated data availability	To be established	Annual update
Annual GEP monitoring report	Not yet established	Annual report

Note: Baseline values shall be completed using official institutional data and shall not be estimated or assumed. Also, Baseline values will be established using official institutional data during the initial implementation phase. Where appropriate, measurable targets will be defined following the baseline assessment and approved through the applicable institutional procedures

12. Communication and Publication

Following formal approval, the Gender Equality Plan shall be communicated internally to SRTA-City personnel.

The approved GEP shall be made publicly available through the institution's official website, subject to the institution's publication procedures.

Information on implementation and progress may also be communicated through institutional reports and relevant research and innovation activities.

13. Review and Evaluation

The GEP will be reviewed annually based on monitoring results and institutional needs.

A mid-term review will be conducted during 2028.

At the end of the implementation period, SRTA-City will evaluate progress against the objectives and indicators and determine priorities for the subsequent Gender Equality Plan.

Any revisions shall be subject to the applicable institutional approval procedures.

14. Institutional Statement

SRTA-City recognises gender equality as an important component of a fair, inclusive, and sustainable research and working environment.

Through this Gender Equality Plan, SRTA-City commits to promoting equal opportunities, monitoring progress through evidence-based indicators, raising awareness, and continuously improving its institutional practices.

The institution will seek to ensure that women and men can participate fully and equally in research, innovation, professional development, leadership, and decision-making activities.

15. Approval

Institution:

City of Scientific Research and Technological Applications (SRTA-City)

Document:

Gender Equality Plan (GEP) 2026–2029

Approved by:

Prof. Dr. Mohamed Rashad Abdelfattah

Signature:

M. Rashad

Date:

7.9.2026

