



# GENDER EQUALITY PLAN

## CBmed GmbH

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Version 1.0

*Established by Angela Jacan, PhD, and Mag. Gerlinde Hahn*

*Released by Univ.-Prof. Dr. Thomas Pieber, Ing. Robert Lobnig*

## 1. Preface

CBmed is committed to integrate gender equality and build the structures to guarantee equal opportunities in every process of the company. The best possible development of the personnel is the major resource for the international success in the field of precision medicine. CBmed's Gender Equality Plan is an important part of the center's overall strategy and is directly considered by all organizational boards.

CBmed is committed to integrate gender-specific aspects in its workflow, starting from general aspects of gender distribution in medical research to specific clinical and research related gender/sex aspects.

Accessibility and the active gender balance in research is an important issue as well as in drug trials for different reasons, such as study design disadvantages for participants of childbearing potential, discouragement from participation by family members or the feeling of vulnerability.

The center's gender equality plan is in accordance with the European Commission Gender Equality Strategy 2020-2025 and is an important part of the center's overall strategy and has become part of the company culture. It is published on the company website. Additionally, all employees can access the gender equality plan and the compliance guidelines via the CBmed intranet and will be informed on the progress in bi-annual employee events.

In order to execute the GEP and to raise awareness within the organization, CBmed has appointed two Equal Opportunity Officers:

Dr. Angela Jacan (Tel.: 0316 385 28808)

Mag. Gerlinde Hahn (Tel.: 0316 385 28801)

Let us make the world a better place with equal opportunities!

The CEOs

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Univ.-Prof. Dr. Thomas Pieber (CSO)

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Ing. Robert Lobnig (CFO)

## **1.1. Dedicated Resources**

The HR Manager Angela Jacan is taking part in a University Course organized by the Graz University of Technical (TU Graz) entitled “Gender and Diversity Skills”.

Within the compliance guidelines the positions of the two equal opportunity officers have been established in 2021. Currently the driving force for gender equality (and diversity) lies in the HR department, which is also coordinating with the equal opportunity officers and safety and security officers. However, the whole organization, starting with the Science Board (middle management with managers from all relevant fields in CBmed – scientific areas (4), purchasing, business development, total quality management, finance and human resources) is taken into specific topics as per demand in order to ensure a wide-angle perspective on the topic. The necessary resources are fed as per demand and commitment from the CEO’s.

## **1.2. Data collection and monitoring**

After initial baseline data collection, next to the general reporting numbers (e.g. distribution of female and male employees in the scientific and administrative field, number of female employees in senior scientific positions, salary range, on-and offboarding lists for the respective year) once in Q1 of each following year starting 2023 additional data will be collected and development monitored.

Based on annual reports, evaluations in career progression and development (particularly those of sustainable female career models, who are employed part time in leading positions) are continuously monitored and tailored as needed.

Where the distribution is uneven, immediate actions according to the gender equality action plan (GEAP) are implemented and the process is monitored on a yearly basis. Additionally, a GEAM (Gender Equality Auditing and Monitoring) survey is planned to be conducted in Q3 of 2022 to ease the monitoring process of gender-aggregated data.

## **1.3. Training and capacity building**

Trainings on e.g., unconscious bias in recruitment and algorithm development are conducted in the yearly employee events, where all employees take part. The trainings and awareness raising will be conducted within the HR-slot of the employee event. Additionally, employees (especially employees working in data science and decision-making positions) are fully encouraged to take individual trainings (organized by external providers) for topics on bias sensibilization and gender equality.

## **2. Content Areas of CBmed's Gender Equality Plan**

### **2.1. Work-life balance and organizational culture**

Options for a sustainable work-life balance and organizational culture allowing for part time work even within leading positions as well as home office options (which were already in place before 2020). Parental leave is encouraged for all employees and positive examples from male parents taking parental leaves are communicated as best practice examples within the organization. CBmed has a regulation in place which commits to meetings to be held during working hours of part-time employees.

Establishing a safe working environment for (pregnant) people is a top priority at CBmed. This is carried out by ensuring full adaptation of workload and location (e.g. office instead of lab work) for the complete safety of the pregnant parent and unborn child.

### **2.2. Gender balance in leadership and decision-making**

CBmed focuses on promoting female employees into senior roles, such as project lead functions and management roles. Currently there are 4 female employees that directly report to the CFO/CSO out of a total of 9 Scientific Board members. This process is still ongoing and various young scientists are supported and individually trained to enable further career development (while ensuring the training remains in alignment with the employees' wishes).

### **2.3. Gender equality in recruitment and career progression**

The HR department ensures that biases which may be introduced regarding career promotion of all genders are identified and subsequently addressed. In our job listings we ensure that the wording and writing styles attract all genders. This is ensured in a variety of methods including a strong focus on skills, highlighting training opportunities, avoidance of superlative terms, gender neutral description of terms e.g. dependable, responsible and committed addressing more the feminine themed words rather than active, competitive and similar wordings. In job adverts we try to focus on the "big picture" and place the focus on CBmed's mission to provide insight on the aspect of what is given back to society with the work at CBmed.

Currently the working career model for early-stage scientists comprises, whenever possible and desired, the possibility to continue (scientific) work within the company after an internship, master thesis or PhD studies. This concept is already well established by the project leaders and, we have found, very welcomed by young researchers of all genders, as it gives them a long-term perspective to develop and refine their skills. We at CBmed believe that investing in employees represents the most sustainable and valuable investments that a company can make. CBmed's dedication to being an equal-opportunity employer across all levels is clearly reflected by the gender distribution at senior positions.

#### **2.4. Integration of the gender dimension into research and teaching content**

CBmed is committed to integrate gender-specific aspects in its workflow, starting from general aspects of gender distribution in medical research but also including specific clinical and research related gender/sex aspects.

Within all CBmed-conducted research, we will aim to achieve a well-balanced sex distribution in participants of our projects with the aim of having a distribution (in our study design) that recapitulates the prevalence of a certain medical condition. In our analyses, we always take the biological sex of the study participants into account as an additional variable.

CBmed does not conduct any teaching but is closely aligned to the shareholder universities and encourages PhD students to take part in gender bias courses which are offered in their curriculum at the universities.

#### **2.5. Measures against gender-based violence, including sexual harassment**

The CBmed Compliance Guideline clearly defines principles of ethics and morality in business life-adherence to the principles stated in this document is expected from all employees. Further efforts to ensure a safe working environment include the appointment of two equal opportunity officers. These officers serve as points of contact for all employees regarding any discriminatory issues including, but not limited to, gender, nationality, ethnicity, race, and any kind of behavior deemed as inappropriate, discriminatory or violent.