

GENDER EQUALITY PLAN (GEP) 2022-2025



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Introduction

Gender equality means ensuring that both men, women and non-binary people have the same opportunities, rights, and responsibilities. This includes guaranteeing equal access to resources and opportunities while making efforts to eliminate gender harassment and to foster work-life balance.

Thus, this Gender Equality Plan (GEP), which applies from 2022 to 2025, serves as an action guide for further promoting gender equality in the administration of SYSTEMICSPHERE – Consultoria Económica, Social e Ambiental, Unipessoal, LDA (SYSTEMIC) with the tax ID number 510628559, based at Rua Heróis de Angola, Nº 9, Rexaldia, 2350-078 Chancelaria – Torres Novas. This process is tailored to the characteristics, needs, and opportunities of the organization and consists of three phases:

1. **Diagnosis:** The organization evaluates the gender issues that need to be addressed. The analysis looks at the personnel's gender data that has been disaggregated.
2. **Action plan:** The organization determines how to solve the previously observed gender discrepancies, by developing a plan of action, with specific KPI's and assigned responsibilities.
3. **Monitorization and Evaluation:** The company assesses periodically whether the objectives of the action plan are being fulfilled. Outputs from the evaluation process are the building blocks to further develop the company's gender strategy.

SYSTEMIC's Gender Equality Plan

The company was founded in 2013 by a woman and since then the team has grown organically with a commitment to youth and empowerment in corporate jobs. With this Gender Equality Plan, SYSTEMIC aims to mature this informal strategy by creating a guidance document to a path the company has already started, putting its ambitions and goals into a structured plan that can be monitored and improved over time. This way, the ultimate purpose of the GEP is to transition the company from active engagement approach in gender equality to a strategic and advocacy approach.

PHASE 1: DIAGNOSIS

SYSTEMIC works actively to empower its employees

As an employer, the company is actively contributing to the creation of qualified jobs, training opportunities and leadership positions for women and men. The administration's commitment towards gender equality, is reflected in the companies' structure, which includes a team of coaches whose main task is to empower the work of the younger consultants. As of January 2022, this team of coaches was composed of 75% women and the team of consultants was composed of all women.

Moreover, to address the issue of the gender pay gap, which is increasingly associated with a "penalty" for women who chose to have children, SYSTEMIC offers a flexible working schedule, remote work possibilities and private health insurance. This benefit is not exclusive to mothers and fathers, but to everyone in the company.

SYSTEMIC has systems and processes in place to guarantee a workplace free of discrimination and harassment.

SYSTEMIC values of diversity and its correspondent mission against discrimination are reflected in its Code of Conduct and Employee's Handbook. Moreover, in these documents, procedures for reporting and analyzing cases of discrimination are outlined, assuring the implementation of appropriate disciplinary actions to employees, clients, suppliers, or partners that are proven to have violated our Code of Conduct.

There is an unbalance women-to-men ratio in SYSTEMIC

Our organic growth has led us to an unbalance proportion of women and men in the company, with 88% of staff being women. Although this positively counterbalances current market practices, SYSTEMIC believes diversity of gender, ethnicity, religion, sexual orientation constitutes value-added for any company. Diversity is a key issue for the company since it brings new ideas, new ways of looking at the world and new opportunities.

SYSTEMIC can have a more advocate role in the promotion of gender equality in organizations

As a sustainability consulting firm, through the expertise of its consultants, SYSTEMIC supports clients in the development and implementation of corporate policies on sustainability, ESG, environment, sustainable procurement, etc. SYSTEMIC recognizes the need to expand its services to also define and implement corporate policies on human rights, gender equality, diversity and inclusion and work-life balance. By doing so the company is contributing to goal 5 of the Sustainable Development Goals — gender equality.

PHASE 2: ACTION PLAN

Objective 1: Further improve and track internal efforts concerning gender equality issues

Action 1: Strive to balance employees' women-to-men ratio

Whilst it is not SYSTEMIC's goal to favour men against women in its recruitment process, the company is committed to improve the current gender discrepancy.

Performance indicators:

- % of female and male workforce

Responsible for implementation: Administration

Action 2: Provide gender equality training to all employees

SYSTEMIC commits to provide training to all employees and board members on gender equality issues and unconscious gender biases.

Performance indicators:

- Number of hours of attended trainings per employee, including board members

Responsible for implementation: Administration

Objective 2: Be an advocacy agent working in gender equality issues in Portugal and abroad

Action 3: Regularly publish gender equality-related content on the website and on social media.

SYSTEMIC commits to be an active voice online on issues related to gender equality, namely relevant statistics, progress and best practices examples, with a special focus on corporate gender issues.

Performance indicators:

- Number of posts on social media about Gender Equality topics
- Number of events about gender equality and women in leadership with Systemic as participant, sponsor, or representative speaker

Responsible for implementation: Administration; Coaches; Consulting Team

Action 4: Foster gender equality and women empowerment in low-income countries

SYSTEMIC will promote, at an international level, Gender Equality and Women empowerment, with a special focus in developing countries. This will be done by sponsoring workshops in developing countries, and by working with local NGOs in the definition of workshops' content, and its respective impact measurement.

Performance indicators:

- Number of workshops implemented abroad
- Number of participants per workshop
- Average evaluation of each workshop by the participants

Responsible for implementation: Administration; Consulting Team

Action 5: Foster the commitment of organizations to ambitious Gender Equality Plans

SYSTEMIC will implement workshops aiming to support clients and key stakeholders in the development of ambitious Gender Equality Plans.

Performance indicators:

- Number of GEP workshops implemented
- Number of GEP implemented by organizations, after attending the workshop

Responsible for implementation: Administration; Consulting Team

PHASE 3: MONITORING AND EVALUATION

This plan is to be implemented and monitored ultimately by the administration of SYSTEMIC. On an annual basis, in March, the company will report its commitments regarding the previous year, providing with the available data for the performance indicators expressed in this document. As such, this data will cover sex/gender disaggregated data on personnel and students that work with SYSTEMIC.

Administration's formal commitment

I, Isabel Sofia de Sousa Santos (Sofia Santos), with the tax ID number 205706819, CEO of SYSTEMICSPHERE – Consultoria Económica, Social e Ambiental, Unipessoal, LDA with the tax ID number 510628559, hereby commit to ensure the implementation and monitoring of the objectives and targets outlined in this document from 2022 to 2025.

Lisbon, 3 January of 2022

Isabel Sofia de Sousa Santos

Isabel Sofia de Sousa Santos

(CEO of SYSTEMICSPHERE – Consultoria Económica, Social e Ambiental, Unipessoal, LDA)



