

Company Policy

SP 32: Gender Equality Plan

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Related SOPs:	SP-03, SP-08, SP-09, SP-10

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1. Purpose and Commitment

Wemedoo is committed to promoting gender equality, equal opportunities, and a respectful and inclusive working environment for all individuals associated with the organization.

This Gender Equality Plan (GEP) establishes a structured framework to advance gender equality through concrete measures. It builds upon and complements the principles, obligations, and enforcement mechanisms defined in the Wemedoo Code of Professional Ethics (SP-03), in particular the principles of respect, justice, integrity, accountability, non-discrimination, and zero tolerance for harassment.

Senior management formally endorses this Gender Equality Plan (GEP) and accepts responsibility for its implementation, resourcing, monitoring, and continuous improvement. Gender equality is recognized not only as a legal and ethical obligation, but also as a driver of organizational performance, employee wellbeing, and innovation.

2. Scope of Application

This Gender Equality Plan applies to:

- all Wemedoo employees, regardless of role, seniority, or contract type;
- management and decision-making bodies;
- recruitment, promotion, performance evaluation, and working conditions;
- organizational culture and internal conduct;
- projects, services, and external engagements, where relevant.

The GEP covers the full employment lifecycle and applies at organizational level and is not limited to individual projects or contracts.

3. Governance, Responsibilities, and Resources

3.1. Governance and Accountability

Overall responsibility for the Gender Equality Plan lies with Wemedoo's Senior management, in line with the governance structure defined in the Code of Professional Ethics.

Operational coordination and monitoring are assigned to a designated Gender Equality Responsible role, in cooperation with HR, QM and line management.

The responsibilities of the Gender Equality Responsible are:

- Monitoring progress against KPIs
- Coordinating data collection and reporting
- Ensuring alignment with QMS and external requirements

3.2. Dedicated Resources

Wemedoo commits appropriate and proportionate resources to support the implementation of this plan, including:

- allocation of working time for gender-equality-related activities;
- access to internal and/or external gender equality expertise;
- resources for training, awareness, and monitoring.

4. Gender Equality Objectives

Wemedoo defines qualitative gender equality objectives to guide implementation of this plan and support continuous improvement.

Objective 1: Ensure fair and unbiased organizational processes

Wemedoo aims to ensure that all organizational processes, including recruitment, performance evaluation, career progression, and access to responsibilities, are conducted in a fair, objective, and transparent manner, free from gender-based bias.

Objective 2: Support balanced participation across roles and responsibilities

Wemedoo seeks to promote balanced participation across roles, levels of responsibility, and decision-making processes, taking into account organizational size and operational needs, and addressing potential structural or cultural barriers where identified.

Objective 3 – Foster an inclusive and respectful organizational culture

Wemedoo aims to maintain an organizational culture rooted in mutual respect, inclusion, and professionalism, where gender equality principles are reflected in daily interactions, collaboration practices, and leadership behavior.

Objective 4 – Strengthen awareness and competence on gender equality

Wemedoo aims to strengthen internal awareness and competence related to gender equality and unconscious bias, particularly among managers and decision-makers, in order to support equitable decision-making and inclusive leadership.

Objective 5 – Enable work-life balance and flexible working arrangements

Wemedoo aims to support work-life balance by enabling flexible working arrangements and respectful workload management, recognizing diverse personal and caregiving responsibilities without disadvantaging career development.

These objectives provide strategic direction for the implementation of this Gender Equality Plan and are reviewed periodically based on organizational developments and monitoring outcomes.

5. Data Collection, Indicators, and Monitoring

Wemedoo applies an evidence-based approach to monitoring gender equality in compliance with applicable data protection laws and internal policies.

5.1. Data Collection

Where lawful and proportionate, Wemedoo collects and reviews sex-/gender-disaggregated data to monitor progress on gender equality across the organization. Data collection may relate to workforce composition, leadership and decision-making, recruitment and career progression, pay equity, access to training and development, work-life balance arrangements, and organizational culture.

All data collection activities are conducted in compliance with applicable data-protection legislation and Wemedoo's internal data-protection and privacy policies (SP-08 Employee Data Privacy Policy, SP-09 Data Processing Policy, SP-10 Personal Data Retention Policy)

5.2. Indicators

Indicators are used to monitor progress in a proportionate manner, taking into account Wemedoo's size, organizational structure, and applicable legal constraints. Indicators inform internal review and continuous improvement rather than serving as binding targets.

Table 1 below outlines the KPIs used in the implementation of this plan.

KPI Area	KPI	Definition	Target
Workforce Composition	Gender representation in total workforce	Percentage distribution by gender across all employees	No single gender exceeds 65% of total workforce, where recruitment volume allows
	Gender distribution by role category	Gender distribution across major role categories (technical, operational, managerial)	Role categories with imbalance greater than 70/30 reviewed annually and addressed where feasible
Leadership & Decision-Making	Gender representation in leadership roles	Gender distribution among employees with managerial, supervisory, or coordination responsibilities	Gender composition reviewed annually ; no systematic exclusion of any gender
Recruitment & Career Progression	Gender-neutral job postings	Percentage share of gender-neutral wording in job postings across all platforms	100% of posting gender neutral
	Gender-diverse recruitment shortlists	Recruitment processes with candidates of different genders on the shortlist (where applicant pool allows)	≥75% of recruitment processes include gender-diverse shortlists
	Promotion equity	Comparison of promotion and role-change outcomes by gender	No unexplained or systematic discrepancy identified during annual review
	Retention by gender	Voluntary turnover rate analysed by gender	Turnover rate difference between genders does not exceed ±10 percentage points , unless justified
Pay Equity	Gender pay equity	Comparison of average base pay by gender for comparable roles, seniority levels, geographies, and responsibilities	Unadjusted pay differences for comparable roles do not exceed ±5% , unless explained by objective, documented factors (e.g. role scope, experience, performance)
Training & Development	Balanced access to training	Participation rate in training and professional development activities by gender	Participation rates comparable; imbalances over 15 percentage points reviewed
	Gender-equality training for managers	Completion rate of unconscious bias training among managers	100% completion within 12 months of appointment
Work-Life Balance	Access to flexible working arrangements	Use of flexible / remote working arrangements by gender	No systematic gender disparity

KPI Area	KPI	Definition	Target
	Career impact of flexibility	Performance and promotion outcomes of employees using flexible arrangements	No negative impact on evaluation or career progression identified
Organizational Culture & Respect	Handling of harassment or discrimination reports	Share of reported incidents handled according to defined procedures	100% of cases handled; 0 unresolved cases beyond reasonable timeframe

Table 1. KPIs for implementation of the Gender Equality Plan

KPI outcomes are reviewed periodically by management. Where targets are not met, contextual factors are analyzed and proportionate measures are considered to support continuous improvement.

5.3. Monitoring and Review

Monitoring results are reviewed annually by management and inform organizational learning and, where appropriate, corrective or reinforcing measures.

6. Training and Awareness-Raising

In line with the Wemedoo Code of Professional Ethics, the organization promotes awareness of gender equality and unconscious bias through:

- onboarding information for all new employees;
- awareness-raising activities for staff;
- targeted training for managers and decision-makers.

Training supports fair decision-making, inclusive leadership, and respectful workplace behavior.

7. Priority Areas and Measures

7.1. Work-Life Balance and Organizational Culture

Wemedoo supports work-life balance and an inclusive culture through:

- flexible working arrangements, where compatible with roles;
- respect for caregiving and personal responsibilities;
- transparent expectations and fair workload distribution;
- adherence to professional conduct standards in all work-related contexts.

7.2. Gender Balance in Leadership and Decision-Making

Wemedoo promotes balanced participation in leadership by:

- applying transparent, merit-based criteria for leadership roles;
- monitoring gender representation in decision-making positions;
- documenting leadership and promotion decisions objectively.

7.3. Gender Equality in Recruitment and Career Progression

Wemedoo ensures fairness throughout the employment lifecycle by:

- using inclusive and gender-neutral job descriptions;
- applying structured recruitment and evaluation processes;

- ensuring transparency in promotion and career development;
- providing equal access to learning and professional development.

7.4. Integration of Gender Considerations in Activities and Projects

Where relevant, Wemedoo integrates gender and diversity considerations by:

- using inclusive language and representation;
- avoiding bias in data, tools, methodologies, and outputs;
- considering diverse user and stakeholder perspectives.

Measures are applied proportionately to the nature and scope of activities.

7.5. Prevention of Gender-Based Violence and Sexual Harassment

Wemedoo applies a zero-tolerance approach to discrimination, harassment, and gender-based violence, in alignment with the Code of Professional Ethics. Measures include:

- clearly defined behavioral standards;
- confidential reporting mechanisms;
- fair, timely, and impartial handling of complaints;
- protection against retaliation.

8. Intersectional Perspective

Wemedoo recognizes that gender equality may intersect with other personal characteristics (e.g. age, disability, socio-economic background, caregiving responsibilities). Where relevant and lawful, such intersections are considered in implementing gender equality measures.

9. Communication and Transparency

Wemedoo ensures that this Gender Equality Plan is:

- communicated internally;
- accessible to employees and management;
- supported through appropriate awareness and engagement activities.

10. Implementation, Review, and Continuous Improvement

This Gender Equality Plan is a living document. Its implementation is monitored on an ongoing basis, aligned with the Code of Professional Ethics, and reviewed periodically to ensure continued relevance and effectiveness

11. Formal Adoption and Publication

This Gender Equality Plan is formally adopted by Wemedoo's senior management and made publicly available. It forms part of Wemedoo's organizational framework for promoting gender equality and inclusive practice.

12. Revision History

Version	Effective Date	Description of Changes	Reason for Change
1.0	As stated on the title page	N/A	Policy establishment











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Final Audit Report

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