



# Academy of Finland Equality Plan

1 January 2011–31 December 2013

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## 1. Introduction

This Equality Plan is intended to enhance gender equality in the Academy of Finland Administration Office as well as in Academy research funding. In keeping with the provisions of the Non-Discrimination Act, the Plan extends beyond just gender equality. The Equality Plan was submitted for discussion by a joint employee-management group on 16 November 2010.

The drafting of this Equality Plan was preceded by overview of the current equality situation at the Academy. The Plan outlines a set of measures that are needed to promote equality and provides an assessment of earlier measures taken and their outcomes. Furthermore, the Plan describes the organisation and process of equality work at the Academy. A working group is to be formed by the Administration Office to take charge of equality planning and to monitor implementation of the Equality Plan.

Gender equality has been promoted in the fields of research and science policy expertise since the 1980s. The Academy of Finland has taken consistent and concrete action to foster gender equality, earning it a reputation as a pioneer in this field. Indeed, the Academy's efforts serve as an example of how considerations of equality can be seamlessly integrated into an organisation's activities. The Academy has also acknowledged the importance of advancing women's careers in research.

This Equality Plan is valid from 1 January 2011 to 31 December 2013, but the measures listed and their impacts will be monitored and assessed on an annual basis. The Plan will be updated as necessary to reflect the findings of these annual reviews. The background review of the current equality situation at the Academy is conducted once every three years. The next review is scheduled for 2013.

## 2. Equality and prohibition of discrimination

### Non-discrimination and gender equality

Non-discrimination means that all people are equal irrespective of their gender, age, ethnic or national origin, nationality, language, religion and convictions, opinion, disability, health, sexual orientation or other personal characteristics.

In the Finnish Constitution, the principle of non-discrimination refers both to equality before the law and to the prohibition of discrimination. The Non-Discrimination Act, the Equality Act, labour legislation and the Criminal Code provide further specifications to the prohibition of discrimination in different spheres of life.<sup>1</sup> The purpose of the Act on Equality between Women and Men is to prevent gender-based discrimination and to promote equality between women and men and, to this end, to improve the position of women especially in the workplace.

### Prohibition of gender-based discrimination

The Equality Act prohibits gender-based discrimination in all institutions and structures of society and in all areas of life that are not expressly excluded from the scope of this law. The prohibition applies to both direct and indirect discrimination. However, processes and practices aimed at achieving an acceptable objective do not constitute discrimination, provided that the means chosen are appropriate and necessary to the achievement of that objective.

Direct discrimination refers to the differential treatment of women and men on grounds of their gender, or on grounds of pregnancy or childbirth. Indirect discrimination refers to the differential treatment of women and men on the basis of what appears to be a gender-neutral provision, criterion or practice if as a result of that provision, criterion or practice persons are *de facto* disadvantaged because of their gender or placed in a differential position based on parenthood or family maintenance obligations.

Sexual harassment or harassment based on sex or gender is also regarded as discrimination, as is a direct order or directive to exercise gender-based discrimination.

### Prohibition of gender-based discrimination in the workplace

The Equality Act contains provisions relating specifically to discrimination in the workplace. Employers are considered to be in violation of non-discrimination provisions if in recruiting people into employment or training they overlook a person who is more qualified than a person of the opposite gender who is appointed or selected, unless they can show there is a good and acceptable reason for their actions that has to do with the nature of position or job task in question.

Employers' actions will also be regarded as discriminatory if in connection with allocating job assignments or deciding upon or applying terms of employment they otherwise exercise their authority in such a way that a person acquires a disadvantaged position for a reason that has to do with their gender. Furthermore, employers will be regarded as being in violation of non-discrimination provisions if they fail to take measures at their disposal to eliminate harassment as soon as they have been made aware of gender-based harassment against an employee.

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<sup>1</sup> For more details, see the Non-Discrimination Act (21/2004), the Act on Equality between Women and Men (or the Equality Act) (609/1986), the State Civil Servants' Act (750/1994) and the Employment Contracts Act (55/2001). The Ministry of the Interior has issued recommendations (SM003:00/2009) concerning the content of the non-discrimination plan, and the Ministry of Finance has issued recommendations (2/2007) concerning the promotion of gender equality in state offices and agencies.

Temporary special measures based on the Equality Plan and intended to advance *de facto* equality will not, however, be regarded as discriminatory insofar as these measures are intended to carry out the purpose of the Equality Act. The Equality Plan may include measures that allow the employer to give preference to the underrepresented gender in cases where male and female applicants are equally, or almost equally qualified.

### Promotion of equality in public authorities

All public authorities share a common duty to consistently and systematically mainstream equality between women and men in all their activities. The authorities are required to create administrative and operational procedures that ensure the promotion of gender equality in both preparatory work and decision-making, and to seek to alter any circumstances that may prevent the realisation of equality. The promotion of equality between women and men shall also be reflected in the supply and availability of services.

One of the aims of the Equality Act is to facilitate the equal participation of women and men in planning and decision-making in society. For this reason, it is stipulated that, unless there are special reasons to the contrary, women and men must be equally represented in a management or administrative body consisting of elected officials who exercise public power.

### Promotion of equality in the workplace

The promotion of equality in the workplace means that women and men are treated equally and in a non-discriminatory manner in all workplace situations. The aim is to have a more equal distribution of women and men across the workplace hierarchy and in different occupations according to their skills and inclinations. A more balanced gender mix in the workplace allows for the more effective use of people’s skills, knowledge, experience and personal characteristics. An equal workplace is more likely to demonstrate a high level of competence, motivation, competitiveness and efficiency.

Every employer has a duty purposefully and methodically to foster gender equality. Employers who regularly employ 30 people or more must do so based on an annual equality plan that specifically addresses pay and other terms of employment.

Equality Plan as defined in the Equality Act		
Components of Equality Plan	Contents	Timing
<b>Overview</b>	<ul style="list-style-type: none"> <li>• Equality situation in the workplace</li> <li>• Distribution of women and men in different jobs</li> <li>• Women’s and men’s               <ul style="list-style-type: none"> <li>○ job classifications</li> <li>○ pay</li> <li>○ pay differentials</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Annually or</li> <li>• Based on local agreement at least once every three years</li> </ul>
<b>Measures</b>	Measures launched or planned that are aimed at <ul style="list-style-type: none"> <li>• promoting equality</li> <li>• achieving equal pay</li> </ul>	<ul style="list-style-type: none"> <li>• Annually</li> </ul>
<b>Assessment</b>	Implementation of earlier measures and their outcomes	<ul style="list-style-type: none"> <li>• Annually</li> </ul>

### 3. Equality situation in Academy of Finland research funding 2010

#### 3.1. The Academy's commitment to promoting equality

The Academy of Finland has been committed to promote gender equality since the 1980s. One of the Academy's declared objectives is to make science and research a more attractive career option for women and to promote women's research careers. This objective is incorporated in the performance agreements between the Ministry of Education, Science and Culture and the Academy of Finland. The Academy Strategy says that considerations of equality shall be taken into account in all decision-making on research careers and researcher training. The purpose of the Strategy Action Plan for 2011–2014 is to clarify and concretise the objectives of the Academy Strategy and to specify the measures derived from those objectives for the planning period ahead. The Strategy Action Plan provides a sharper definition of the objective of equality: "The Academy of Finland shall strengthen the quality of research by promoting researcher training that is of a high quality in terms of both contents and processes. This is achieved by fostering equality and supporting actions to reform and streamline the graduate school system, by developing graduate schools and doctoral programmes in a more systematic direction and by supporting the attainment of the targets of internationalisation."

Decision-making on Academy of Finland research funding rests with the four Research Councils, the Academy Board or subcommittees. The groundwork and criteria for funding decisions are based on the strategic directions and research policy objectives presented in the document "Criteria for research funding decisions" approved separately each year by the Academy Board. These objectives include the promotion of young researchers' and women's research careers and the fostering of gender equality in the science and research field. Furthermore, the Academy's decision-making reflects the policy objectives set out in other documents adopted by the Academy Board and Research Councils (such as action and financial plans, strategy documents, equality plans) as well as the Finnish Government's science policy priorities.

The quota principle specified in the Equality Act is applied both to the Academy's Research Councils and to the Academy Board. Women and men are equally represented in all four Research Councils. In 2010, women accounted for 50% of all Research Council members. Two of the four Research Council Chairs are women. Fifty per cent of the Academy's Board members are also women.

#### 3.1. Equality in Academy research funding

In its Equality Plan the Academy has set the target of increasing the proportion of the minority gender among appointees to research posts to at least 40%. The Academy's Equality Plan also applies to researchers with Academy funding. It is important that, irrespective of their gender, people interested in pursuing a career in research have equal opportunities of being appointed to research teams and research projects that benefit from Academy funding.

#### ***Proportion of women recipients of Academy research funding as at 1 Jan 2010<sup>2</sup>***

<i>Research posts as Academy Professor</i>	<i>22%</i>
<i>Research posts as Academy Research Fellow</i>	<i>41%</i>
<i>Postdoctoral Researcher's research grants</i>	<i>54%</i>
<i>Academy Projects, principal investigator</i>	<i>28%</i>
<i>Research programmes, principal investigator</i>	<i>28%</i>
<i>Centre of Excellence directors</i>	<i>17%</i>

<sup>2</sup> For statistics on research funding, see Appendix 1.

The proportion of women appointees of Academy research posts is in line with the targets set in the Academy's Equality Plan. Appointments to research posts as Academy Professor continue to remain a critical stage with respect to women's career advancement in science and research. One of the concrete ways in which the Academy's Research Councils have been urged to promote equality and women's research careers is to ensure their adherence to the Equality Plan in nominating candidates for research posts as Academy Professor (letter from Academy Vice President for Research to Research Councils concerning appointments to Academy Professorships in 2008–2010). As at 1 January 2010, the proportion of women Academy Professors stands at 22%, compared to 13% on 1 January 2008.

The first honorary title of Academician of Science was awarded to a highly distinguished female researcher in 2003. The proportion of women Academicians of Science is currently 25% (1 Dec 2010).

One important objective for the Academy is to increase the number of women experts in the application review process. In 2008, women accounted for 27% of these experts, in 2009 the figure dropped back to 22%.

Women's success rate with their applications for research funding has developed favourably in most types of funding and in the Research Councils' decision-making. The proportion of women funding recipients continues to remain low in the natural sciences and engineering field. However, women's share has increased significantly in researcher training, which means that the researcher potential has grown accordingly.

Women account for 28% of all principal investigators of research projects (now renamed as Academy Projects). However, in 2007–2009 almost 50% of all project researchers were women. The proportion of women principal investigators has remained steadily at around 20–30% for decades, which is closely in line with their proportion of all professors. Principal investigators of Academy-funded research projects are required to have the qualifications of Professor, Adjunct Professor, or PhD researcher. One possible reason for the relatively low proportion of women lies in the slow annual rate of turnover among professorship holders, which is no more than some 5%. Nonetheless, the proportion of women receiving funding is more or less the same or even higher than the proportion of female applicants.

Academy research funding is an important avenue to an academic career. Looking at the proportion of female applicants and appointees to Academy research posts in 1997–2007, we find that women have had a much better success rate than might be presumed based on their proportion of the applicants. This is unsurprising if one considers the nature of the academic career: researchers who have not yet obtained a professorship will be keen to improve their qualifications by doing more research. Women's position is bound to improve in science and research, even though progress has been slow.

The situation in Finland is much the same with respect to women's advancement to professorships. In 2009, women accounted for 25% of all professorships, compared to 18% ten years earlier in 1999. According to the European Commission report *She Figures (2009)*,<sup>3</sup> women's proportion of professorships was well above the EU average in five countries, i.e. Bulgaria, Finland, Latvia, Portugal and Romania. The same report also contains a comparison of women recipients of competitive research funding. In this analysis, too, Finland ranks among the best performers. According to the report women had good success with their funding applications in no more than five Member States.

In sum then, women's proportion of Academy research funding has continued to develop favourably. An Academy working group chaired by Professor Leena Palotie<sup>4</sup> reviewed and assessed development needs in women's research careers in 1997. One of the major questions addressed by the working group was whether the current prevailing science policy (Centres of Excellence, selective research funding, toughening competition in the allocation of resources, the changes made to the university hierarchy system) has had an adverse effect

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<sup>3</sup> *She Figures 2009*. Statistics and Indicators on Gender Equality in Science. European Commission.

<sup>4</sup> *Women in Academia*. Report of the working group appointed by the Academy of Finland. Publications of the Academy of Finland 3/1998.

on the position of women in the scientific community. This seems to remain a relevant question even today, despite all the changes that have occurred in the Academy's research policy and practices since the 1990s.

On 21 October 2010, the Finnish Government adopted a report on equality between women and men, which was to provide an assessment of the Government's equality policy and related measures over the past decade or so. The report also addresses issues of education and research. It includes a background study on gender equality in higher education and research, including the Academy of Finland.<sup>5</sup> In general questions of gender, equality have received rather scant attention in science policy. The one exception mentioned in the report is the Academy of Finland, which is said to have successfully integrated considerations of gender equality in its everyday operations. The Academy has also produced gendered statistics for monitoring progress in the gender equality situation.

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<sup>5</sup> Government Report on Equality between Women and Men (in Finnish). Ministry of Social Affairs and Health. Publications 2010:8. Gender Equality in Higher Education and Research (in Finnish). Ministry for Social Affairs and Health. Reports 2009:51.

## **4. Equality situation in the Academy of Finland Administration Office 2010**

### **4.1. Staff experiences of equality**

Conducted every other year, the Academy's job satisfaction survey (THBaro 2007, VMBaro 2009) includes items designed to measure staff satisfaction with gender equality in the workplace. Staff experiences of equality in the workplace have remained effectively unchanged from 2007 to 2009.

In 2007, over three-quarters or 77% of Academy personnel described the gender equality situation in the workplace as rather or very good. The figure was unchanged at 77% in 2009. However, in the latter survey the satisfaction scores for men were somewhat higher than for women. Among men 43% were very satisfied with the situation, among women the proportion was much lower at 29%.

### **4.2. Personnel structure and nature of employment contract**

#### ***Employment of women and men in different job positions***

The Academy's Administration Office continues to remain a female-dominated workplace. In August 2010, women accounted for 70.1% (110) and men for 29.9% (47) of the Office personnel. The proportion of men has increased by 2.9 percentage points over the past three years.

Women make up the majority of all other personnel groups (supervisors, advisers and executive/professional personnel) except management positions. In August 2010, men occupied 66.7% (2) of all management positions and 10% (1) of supervisory positions. Over the past three years, the number of men in advisory positions has increased by 3.4 percentage points, standing at 40.6% (35) in 2010. At the same time, the number of men in executive/professional positions has dropped by 0.6 percentage points to 8.0% (4) of all these positions in 2010.

#### ***Fixed-term contracts of employment***

In August 2010, a total of 77% (121) of Administration Office personnel had permanent contracts of employment, while 23% (36) were on fixed-term contracts. The proportion of fixed-term contracts of employment has fallen by 4 percentage points since 2008. At the same time, the proportion of women among personnel on fixed-term contracts has decreased by 8.2 percentage points.

In August 2010, the proportion of women on fixed-term contracts was 21% (23), while the corresponding proportion for men was 28% (13). Since 2008 this figure has fallen by 6.7 percentage points among women and increased by 2.4 percentage points among men.

#### ***Part-time contracts of employment***

In August 2010, the number of Administrative Office personnel on part-time contracts was 15 (9.6%) as compared to 142 personnel on full-time contracts (90.4%). The proportion of personnel on part-time contracts is down by 2.6 percentage points from the previous year.

The proportion of men on part-time contracts has remained lower than the corresponding figure for women. Figures for August 2010 show that 10.34% (12) of women were on a part-time contract of employment compared to 6.98% (3) of men. The proportion of women on part-time contracts was 4.2 percentage points lower than in 2009. During the same period, the proportion of men working part-time has increased by 2 percentage points. The majority of women on part-time contracts are on partial childcare leave.

The number of men who take family leave is fairly low. In 2009, 13.4% of women and 6.7% of men took family leave, compared to 15.5% and 7% in 2008. By the end of August 2010, 9.1% of women and 2.1% of men had taken family leave. According to the collective agreement on civil servant salaries, the six-day paternity leave has become a paid leave as of 1 March 2010, which may encourage increasing numbers to take advantage.

Women work flexible hours more often than men do in order to accommodate the demands of work and family life. It is important to encourage men to make equal use of the opportunities available for flexible working hours arrangements and in this way to support men in balancing the demands of work and their family or private life.

### **4.3. Equal pay**

#### ***Pay survey***

As well as measuring pay and gender pay differentials, the Academy pay survey has included job classification and performance appraisals in women's and men's work. These classifications and pay comparisons have been based upon the Academy's current job evaluation scheme and job categories (management, supervisors, advisers, executive/professional personnel). The data for the pay surveys in 2008–2010 were based on the situation as at August 31. The pay data are extracted from the Academy personnel system. The personnel numbers may differ somewhat from the earlier figures used to describe personnel structure because of differences in the dates of data collection. For these reasons only limited conclusions can be drawn.

The pay survey makes gender pay comparisons, firstly, for all persons who have an employment contract with the Academy of Finland; and secondly, for the pay components of employees under the Academy's pay system.

Total earnings for regular working hours are compared by gender both for all Academy personnel and separately for different employee groups. Total earnings for regular working hours refer to full-time monthly salary, excluding pay for overtime. Total earnings include both task-specific and individual pay components as well as various supplements and fringe benefits. Part-time pay has been converted to correspond with full-time pay.

Comparisons for task-specific and individual pay components are only made for employees under the Academy's pay system. In 2010, these employees accounted for 92.4% of total Academy personnel; other pay schemes accounted for the remaining 7.6%.

With the exception of task-specific pay components, the statistics provide pay breakdowns only for personnel groups with a minimum of three persons; smaller groups are excluded to avoid identification. Overall, the small number of Administration Office staff and especially the low proportion of men have complicated the task of compiling and interpreting the statistics.

Comparisons cannot be shown for the pay of women and men in management and supervisory positions because with the exception of women supervisors, the number of men and women in these groups is less than three. It was also considered inappropriate to combine management and supervisor groups because the salaries of these groups are not directly comparable.

It was not possible to compare the pay of employees in the same job classification because there were only a few comparable job classifications with at least three members of each gender.

It was also not possible to compare pay supplements in connection with this survey because those supplements consist of various components and a meaningful comparison must be more detailed than would have been possible here. Supplements include personal remunerations, personal supplements, guarantee supplements and phones issued as a fringe benefit. In 2010, various supplements represented 3% of women's overall pay, for men the corresponding figure was 2.3%.

One of the objects of a pay survey is to find out whether people doing the same or equally demanding jobs receive the same pay, or whether there are differences in the pay components they receive and if so, why. If the survey revealed unwarranted differences, immediate measures should have to be taken to correct the situation. There would be reasonable cause to suspect discrimination if women's average earnings were lower than men's in cases where the job title was identical or where the jobs were rated as equally demanding, or if female-dominated jobs had a lower pay scale or if they were rated as less demanding than male-dominated

jobs that require the same kind of labour input or professional skills, if they involved the same measure of responsibility and burden, or if the circumstances of the job in general were the same.

### ***Proportion of women and men in different job classifications***

Gender breakdowns between different job classifications shed useful light on how demanding the jobs of women and men generally are. This allows us to estimate whether more and less demanding jobs are equally divided between men and women.

On average, men more often occupy jobs that are rated more demanding than those of women. Women are more equally spread across the job classifications. In August 2010, 80% of men's jobs were rated at demand level 88 or higher; the corresponding figure for women was 50%. Among both women (17%, 18 persons) and men (37.5%, 15 persons), most employees occupy jobs at demand level 89. Among personnel under the Academy remuneration system, 22.6% occupied positions at job grade 89.

The proportion of men occupying higher demand jobs (job grades 88–94) has increased by 7.7 percentage points since 2008. Among women the corresponding proportion has increased by just 0.6 percentage points.

In numerical terms, 50 women under the Academy pay system in 2010 were in higher demand jobs (job grades 88–94) and 53 in lower demand jobs (job grades 81–87). The corresponding numbers for men were 34 and 6.

Among men 14.9% and among women 4.5% do not come under the Academy pay system.

### ***Proportion of women and men at different performance levels***

The gender distribution between different performance levels sheds light on how well men and women are thought to perform in their jobs on average. This allows us to determine whether assessments of men's and women's job performances are fair and equal.

According to August 2010 data, 35% of men performed in their jobs at levels 8–10 and 60% at levels 7–10. The proportion of men (of their gender) performing at levels 8–10 has increased by 4 percentage points and the proportion of men performing at levels 7–10 by 8.3 percentage points from 2008.

The corresponding performance ratings for women (of their gender) in August 2010 were 34.3% at levels 8–10 and 61.9% at levels 7–10. The proportion of women performing at levels 8–10 has fallen by 5.9 percentage points and the proportion of women performing at levels 7–10 by 1 percentage point from 2008.

In August 2010, the average performance level for men was 6.6 and for women 7. The figure for men was down by 0.3 and for women up by 0.2 from 2008.

Based on data for 2010 and the proportions of men and women performing at the highest levels, men and women employees at the Academy are currently very evenly divided across different categories and perform equally well in their jobs.

### ***Women's and men's pay and pay differentials***

In August 2010, the total earnings from regular working hours for women who had an employment contract with the Academy were 14.4% lower than the corresponding earnings of men. The pay differential between men and women has increased by 2.1 percentage points from 2008. Men's higher total earnings and the pay differential overall may be explained by the higher proportion of men in managerial positions and by the fact that the majority of women are in executive/professional positions.<sup>6</sup>

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<sup>6</sup> Ministry of Finance figures show that in 2009, the gender pay differential in the central government sector averaged 15.5%. The pay differential was 2.4% when both horizontal and vertical segregation were standardised. Ministry of Finance 8/2010, Women and Men in Central Government (in Finnish).

Women's total earnings and separate pay components are lower than the corresponding earnings for men in all job categories. In 2008, the situation was still the opposite for many task-specific pay components. Overall, women's pay has dropped significantly compared to men's over the past three years, even though pay levels today are currently very close to each other.

In the case of supervisors, comparisons could only be made for task-specific pay components. In August 2010, women's task-specific pay component was 1.9% lower than the corresponding pay component for men. The difference has narrowed by 0.1 percentage points since 2008.

Among advisers, women's total earnings for regular working hours were 5.8% lower than the corresponding earnings for men. The difference between women's and men's earnings here has increased from 0.8% in 2008, to 5.8% in August 2010.

In August 2010, the task-specific pay components for women in advisory positions were 5.8% lower than the corresponding pay for men. In 2008, women's task-specific pay components were 20.9% higher than men's, which means that women's task-specific pay component has dropped by 26.7 percentage points compared to the figure for men.

In August 2010, the personal pay component for women in advisory positions was 9% lower than the corresponding pay of men. In 2008, women's personal pay component was 21.5% higher than men's, so women's personal pay component has decreased in all by 30.5 percentage points compared to the figure for men.

Women's total earnings for regular working hours in the group of executive/professional personnel in August 2010 was 2.5% lower than the corresponding earnings for men. In 2008, women's total earnings were 5.9% higher than men's, which means that women's total earnings have dropped by 8.4 percentage points compared to men's.

The task-specific pay component of women in executive/professional positions in August 2010 was 2.5% lower than the corresponding component for men. In 2008, women's task-related pay component was 5.6% higher than men's, which means that women's task-specific pay component has dropped by 8.1 percentage points compared to men's.

The personal pay component of women in executive/professional positions in August 2010 was 21.5% lower than the corresponding component for men. Since 2008, women's personal pay component has increased by 18 percentage points compared to men's personal pay component.

## **5. Earlier Equality Plan and its implementation**

The outcomes of the measures included in the Equality Plan are assessed on an annual basis, providing a platform from which to update the Plan and make any necessary revisions. The main focus of assessment is to establish whether the measures have been effective enough and to identify the reasons for any failures to achieve the targets specified. This provides the basis for decisions on new objectives and measures. The aim and purpose of annually repeated measures is to make equality work an ongoing process.

### **Academy of Finland Equality Plan 2005–2010**

The Academy of Finland is committed to mainstreaming equality and to preventing discrimination in all its operations. One of the key tools in these efforts has been the Equality Plan.

The Academy Board adopted the Academy's Equality Plan for 2005–2007 on 7 June 2005. The validity of this Plan was extended through to the end of 2010. The Academy's previous Equality Plan included almost 40 proposed measures concerning both research funding and the Administration Office. The 2005–2007 Equality Plan focused on the following priorities: prohibition of discrimination and harassment, recruitment and research career advancement, balancing work and family life, measures related to research funding and the research career (science communication, advisers, funding instruments, international cooperation) and Academy of Finland working groups.

### **Planning and follow-up process**

The attainment and impact of the objectives specified in the earlier Equality Plan were to be assessed on an annual basis, providing a useful platform for decisions on the need to upgrade and develop the plan. According to the Plan, the Equality Working Group was to assume responsibility for coordination of data collection, the compilation of statistics and data analysis. The Working Group has not convened since 2007.

Many of the measures included in the Equality Plan require a long-term approach and cannot be achieved without structural changes. The Equality Plan is generally considered well-balanced and effective, and there have been no major pressures to change. The Academy Board has discussed the plan and has been pleased with its content and the way it has been implemented. However, the Board has called for greater emphasis on the plan's binding effect in the Academy's research funding.

Compiled annually, the Academy's human resources balance sheets include information on gender breakdowns in different units and personnel groups as well as on personnel age structure by gender. Some of the data included in annual pay statistics are given separately for men and women, but these data are not compiled for purposes of monitoring the Equality Plan. Furthermore, they only cover personnel under the Academy's pay system. These data have not been regularly assessed with respect to the attainment of the objectives of the Equality Plan.

Although the Academy has worked consistently to promote equality and to implement the measures included in the Equality Plan, the attainment of the objectives set has not been regularly monitored on an annual basis. The Plan has not been updated since it was first launched, nor has the planning process evolved into an ongoing annual process.

Based on the foregoing, it is clear that the Academy's equality work must be further developed so that it can develop into an ongoing annual process.

## 6. Measures for the promotion of gender equality and the achievement of equal pay

Based on the overview of the equality situation at the Academy and the assessment of the achievement of the objectives set out in the earlier Equality Plan, the main focus of the Academy's equality work is now to develop and consolidate the planning process, to ensure equal pay through the improvement of the pay survey, and to establish a balanced gender structure both in research funding and in different personnel groups in the Administration Office.

### 6.1. Planning process

Objective: To develop with resolve the equality planning process at the Academy of Finland with a view to making it an ongoing process that is revisited each year. The Equality Working Group is committed to the planning process and the time and other necessary resources are available. The Administration Unit will deliver high quality and timely statistics for use by the Working Group.

Measures needed to achieve the objective:

- a. The Administration Office shall appoint an Equality Working Group, which shall develop and establish its own practices and procedures. The Working Group shall be convened by the Chair, who shall assume responsibility for consolidating its practices.
- b. The Academy management is accountable for ensuring that the planning process complies with the provisions of the Equality Act. The members of the Equality Working Group shall invest sufficient effort and commitment to the planning process. Each year, a report is compiled on implementation of the measures and the need to update the Equality Plan.
- c. The duties and responsibilities of the persons involved in equality planning shall be clearly specified in connection with each individual's job description. Implementation of the equality planning process, as far as it applies to the Administration Office, shall be included in the Administration Unit's performance agreement. As far as the process applies to research funding, it shall be entered in the performance agreement of the Research Unit responsible for the equality work in this field.
- d. Gendered statistics and experience-based questionnaires shall be developed to bring them more closely in line with the overview of the current equality situation and the pay survey. The Equality Working Group shall assume responsibility for developing the statistics and questionnaire together with the units concerned with a view to the needs of the 2013 overview.

### 6.2. Equality in Academy of Finland research funding

Objective: The Equality Plan is mainstreamed throughout Academy of Finland research funding. The Finnish research system can be strengthened by increasing the diversity and regeneration of research and by ensuring there is a broad and strong enough scientific competence base.

The Academy is committed to continue its efforts to promote equality and non-discrimination and to prevent discrimination in all facets of its operations. In line with the Government Report on Gender Equality, the Academy will work to mainstream the gender perspective in science policy. Concrete steps shall be taken to promote women's careers in research. Special attention shall be paid to the postdoctoral stage and to the continued slow progress of women to highest research positions.

Practices at universities, research institutes and other research organisations also have a bearing on the work of Academy-funded researchers and gender equality. The Academy stresses the role of active cooperation.

Measures needed to achieve the objective:

- a. The Academy's Research Councils and Board shall monitor the progress of gender equality in connection with its decision-making on research funding.

- b. Special attention shall be given to the transparency of decision-making on research funding and research posts and to the equal assessment of male and female applicants.
- c. The goal of promoting gender equality is also included in the performance agreement between the Academy of Finland and the Ministry of Education, Science and Culture. The measures taken are monitored using specified indicators.
- d. Academy calls for applications shall carry the following statement: "The Academy of Finland is committed to promote equality. Women in particular are encouraged to apply for research funding."
- e. The Academy shall persist with its emphasis on equality and diversity in all its science communication.
- f. The Academy shall continue to promote equality through its research funding and make use of its know-how in promoting gender equality in research and science policy.

### **6.3. Equal pay and equal terms of employment**

Objective: The Academy shall promote gender equality by offering equal terms of employment, particularly with regard to pay. Women and men doing the same jobs or jobs of equal value shall be paid the same salary and have the same terms of employment. Pay surveys shall be carried out to monitor equal pay and the equality of terms of employment at three-year intervals.

Measures needed to achieve the objective:

- a. The pay survey method shall be developed in such a way that comparisons of the pay and terms of employment offered to women and men are comprehensive and can be executed smoothly at three-year intervals. The Equality Working Group shall work closely with the Administration Unit to develop the pay survey method by the end of 2012.
- b. The Administration Unit and the Equality Working Group shall produce the necessary statistical data and tables covering the previous three years so that they are available to the Working Group by the end of February 2013. The Working Group shall analyse the statistics during 2013.
- c. Any suspicions of pay discrimination shall be investigated promptly and any unwarranted pay differentials removed. Any anomalies shall be addressed by the Administration Unit.

### **6.4. Recruitment, equal placement and career advancement**

Objective: The Academy shall take steps to ensure that there are both male and female applicants to open vacancies. Comparison of the applicants' merits shall be based on pre-established recruitment criteria. The Academy shall have as balanced a mix of male and female staff as possible.

The most competent and qualified applicant shall be appointed to each vacancy irrespective of their gender. No one shall be given preferential treatment in recruitment based on their gender by overlooking a person with superior merits.

Measures needed to achieve the objective:

- a. The two most female-dominated personnel groups at the Academy of Finland are executive/professional personnel and supervisors. Special effort is needed in these two groups to achieve a more balanced gender mix. The proportion of men in these groups shall be increased by favouring male applicants in cases where there are two equally or almost equally competent applicants of the opposite gender to the same vacancy.
- b. Recruitment interviews shall be conducted, where possible, by both men and women.
- c. Appointment memoranda shall be prepared to record the gender breakdown of applicants and the gender of the persons interviewed and the person appointed so that the equality of the recruitment process can be monitored.

- d. The review of the equality situation at the Academy in 2013 will include an assessment of gender equality in recruitment, career advancement, personnel development and various working group compositions. The Administration Unit will provide the necessary statistics on recruitment and training to the Equality Working Group. The Equality Working Group will examine the gender composition of different working groups and analyse the data.

#### **6.5. Prevention and removal of discrimination and harassment**

Objective: The Academy does not accept any form of discrimination, harassment or ill treatment. Discrimination, harassment and ill treatment are prevented by ensuring that up-to-date instructions are in place concerning procedures and principles. All employees are aware of the code of practice.

Measures needed to achieve the objective:

- a. Academy guidelines regarding the prevention of ill treatment and the resolution of situations shall be revised and updated as necessary.
- b. Steps shall be taken to ensure that the workplace climate in the Academy is such that victims of ill treatment feel they can raise the issue.
- c. Immediate steps shall be taken to investigate and address any instances of ill treatment. The Labour Protection Officer shall investigate any suspicions of ill treatment together with the employees concerned and record any cases. The Labour Protection Officer shall forward the relevant statistics to the Equality Working Group for planning purposes.

#### **6.6. Reconciliation of work and family life**

Objective: Women and men are given every opportunity to balance their work and private life by offering as flexible working hours arrangements as possible, by encouraging employees to take family leave and, work situation permitting, by allowing employees to take unpaid leave of absence for personal reasons as necessary.

Measures needed to achieve the objective:

- a. A positive attitude shall be shown towards family situations and various flexible working hours arrangements that help to balance the needs of the workplace and family or private life. Men, too, shall be encouraged to take family leave, job alternation leave, and to use other flexiwork arrangements.
- b. Employees on leave shall be informed about important events in the workplace. Where possible, employees on leave of absence will be invited to attend the Christmas party and other social events in the workplace.
- c. Statistics shall be compiled for the human resources balance sheets on family leave and flexible working hours arrangements by gender.

#### **6.7. Improving the climate in the workplace and working conditions**

Objective: The Academy is a good place to work and the climate in the workplace is supportive. Personnel are treated equally and every member in the workplace is respected. There is a deep and shared commitment to ethical norms, which is reflected in the Academy's day-to-day management and practices. Mechanisms are in place to maintain and improve the general climate and sense of community in the workplace.

Measures needed to achieve the objective:

- a. Steps shall be taken to ensure that working conditions and tools are suited to men and women, and people of different ages.

- b. The risks associated with the move to the new premises in 2011 and the opportunities offered by the move for workplace development shall be considered. Steps shall be taken to agree on new procedures and practices in the new office.
- c. A job satisfaction survey shall be conducted every other year to chart personnel experiences and views on gender equality and related problems. The survey shall explore personnel experiences of equality, and the Administration Unit shall deliver the results concerning equality to the Equality Working Group.

## 7. Organisation and process of equality planning at the Academy of Finland

An Equality Working Group shall be appointed to assume responsibility for equality planning and monitoring. The Working Group shall have a chair and secretary, and it shall comprise representatives of both the employer and different personnel groups and both women and men. It shall always include at least one representative of the Administration Unit and one representative of the Research Unit responsible for the equality work concerning research funding.

The Working Group will be charged with implementation of the various stages of the equality planning process, such as compiling or commissioning background reports, monitoring and assessing implementation of the Equality Plan, planning future measures, identifying and agreeing on objectives and informing personnel. Sufficient time and other resources must be invested in these duties.

Equality planning duties and responsibilities shall be included in the performance agreements between the Administration Unit and the Research Unit mentioned above, and in the job descriptions of the persons appointed to the Working Group. The Academy's management has ultimate responsibility for ensuring that the Equality Plan and its background reports are compiled in accordance with the Equality Act.

The implementation and outcomes of the measures contained in the Equality Plan shall be assessed annually. Where necessary the Equality Plan shall be updated based on the annual assessment. However, the overview of the equality situation shall be conducted once every three years. The equality planning process shall be organised as described in the Table below.

Process of equality planning		
No.	Stage	Timetable
1	Pay survey <ul style="list-style-type: none"> <li>- Administration Unit to compile pay statistics and comparative data for Equality Working Group using personnel administration systems</li> <li>- Equality Working Group to analyse statistics and data and on this basis to draw conclusions regarding current equal pay situation</li> </ul>	Every third year
2	Overview of equality situation <ul style="list-style-type: none"> <li>- Administration Unit and the above-mentioned Research Unit to compile statistics and reports on their respective areas of responsibility for the Equality Working Group</li> <li>- Equality Working Group to analyse statistics and data compiled and on this basis to draw conclusions about equality situation</li> </ul>	Every third year
3	Monitoring and assessment of measures planned earlier <ul style="list-style-type: none"> <li>- Equality Working Group to assess implementation of measures included in earlier Equality Plan and attainment of objectives set out</li> </ul>	Annually
4	Objectives, measures and indicators updated <ul style="list-style-type: none"> <li>- Working Group to consider whether measures or objectives in Equality Plan need updating or whether it is necessary to prepare a new plan</li> <li>- Working Group to plan and agree on measures, objectives, timetables and responsibilities based on points 1–3 above as necessary</li> </ul>	Annually
5	Consultation of personnel and stakeholder groups <ul style="list-style-type: none"> <li>- Decision to update Equality Plan, to draft new Equality Plan or to make no changes</li> </ul>	Annually

	<ul style="list-style-type: none"> <li>to be made in joint employee-management group, executive group and units.</li> <li>- Necessary revisions to Equality Plan to be made based on comments received</li> </ul>	
6	<ul style="list-style-type: none"> <li>Submission of proposals and decision-making</li> <li>- Appointed official to submit proposals for new Equality Plan or its update to the Academy Board</li> </ul>	New Plan or update annually as necessary
7	<ul style="list-style-type: none"> <li>Information</li> <li>- Information on the Equality Plan and measures to be provided on intranet and at staff information meetings</li> <li>- Equality Plan published on the internet</li> </ul>	Annually

## 8. Appendix

Appendix 1. Statistics on Academy of Finland research funding by gender