

Gender Equality Plan (GEP) – Tartumaa Arendusselts (TAS) 2026–2028

Feb 2026

1. Purpose and Scope

The Gender Equality Plan (GEP) outlines the principles, objectives and measures through which Tartumaa Arendusselts (TAS) promotes gender equality and prevents discrimination. It applies to all employees, interns, board members, project partners and volunteers.

2. Compliance and Principles

- Public document: The GEP will be published on the TAS website.
- Resources: A Gender Equality Coordinator is appointed (included to the work tasks of administrative manager), along with an annual budget for training, data work and communication.
- Monitoring: Gender-disaggregated data will be collected and analysed annually.
- Training: Awareness sessions and bias-reduction training will be provided for the whole team.

3. Governance and Roles

- Board: Approves the GEP and ensures resources.
- GE Coordinator: Oversees implementation and reporting.
- Staff/Volunteers: Follow GEP principles and contribute feedback.

4. Baseline Assessment (2025)

- Staff: 7 employees (5 women, 2 men).
- Board: 9 members (5 women, 4 men).
- Pay: Salary ranges in place; no gender pay gap.
- Training: No prior gender equality training.

5. Objectives and Measures

5.1 Work–Life Balance and Organizational Culture

Objective: Ensure a flexible, supportive work culture reducing gender-based barriers.

Measures:

- Written guidelines for remote, part-time and flexible work.
- Meetings held between 09:00–16:00 with hybrid option.
- Support for employees with care responsibilities.

5.2 Leadership and Decision-Making

Objective: Achieve balanced gender representation in leadership.

Measures: Intentional gender-balanced recruitment for leadership roles; target 40% both genders by 2028.

5.3 Recruitment, Development and Career Progression

Objective: Ensure fair and gender-neutral hiring and promotion.

Measures:

- Pay range included in all job ads; salary history not requested.
- Structured, criteria-based evaluation.

5.4 Equal Pay for Equal Work – Transparency

Objective: Ensure gender-neutral pay structures.

Measures:

- Documented job profiles and pay bands; annual pay monitoring.
- Annual gender pay gap analysis; >5% unexplained → action plan.
- Clear communication of pay criteria and progression pathways.

5.5 Prevention of Violence, Harassment and Bullying

Objective: Zero tolerance and safe reporting systems.

Measures:

- Policy covering harassment, sexual harassment, cyber-harassment and third-party violence.
- Confidential reporting; impartial investigation; support for victims.
- Training on prevention, de-escalation and bystander action.

5.6 Data, Monitoring and Reporting

- Annual gender-disaggregated data collection (staff, pay, recruitment, training, turnover).
- Annual GEP progress report to board.

6. Implementation Timeline (2026–2028)

- 2026 Q1: Approve improved GEP; collect baseline data; publish anti-harassment policy.
- 2026 Q2–Q3: Training; document pay structure; implement flexible work rules.
- 2026 Q4: Gender pay gap analysis; corrective measures if needed.
- 2027: Improve gender balance; annual monitoring.
- 2028: Mid-term evaluation; update GEP.

7. Resources and Training

- GE Coordinator (included to the work tasks of administrative manager); annual budget for training, data and communication.
- Training areas: gender equality, unconscious bias, recruitment fairness, harassment prevention.

8. Communication and Engagement

- GEP published on TAS website.
- Regular internal updates; anonymous feedback channel.

9. Legal Framework

- Estonian Gender Equality Act; Equal Treatment Act.
- EU directives: Work–Life Balance; Pay Transparency; Anti-Harassment guidelines.

10. Monitoring and Risk Management

- Annual KPI review; identify risks (data gaps, resources, cultural barriers) and mitigation.