

Gender Equality Plan

2023



SPARTHA Medical
2, rue Marie Hamm
67000 STRASBOURG, France

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I. Introduction

The **Gender Equality Plan (GEP)** is a document designed to improve gender equality within the company. It promotes a professional culture based on respect and inclusion.

SPARTHA Medical's GEP is in line with European expectations on this subject, as this document is an eligibility criterion for the Horizon Europe framework programme. It formalises the company's values and expectations in order to develop a healthy working environment where every talent can flourish.

This first GEP, written at the end of 2023, analyses the current situation within SPARTHA Medical in terms of gender equality, in order to identify the potential challenges to be met over the next 3 years and to preserve this working environment.

The 3-year time frame has been chosen to meet the need for agility, and to enable medium-term objectives to be set that are appropriate for a fast-moving company. In addition, data will be collected and analysed annually, and new actions can be taken before this deadline.

II. Analysis: state of the art

This chapter is used to determine the various aspects of the « Gender Equality » component in the company, and to define the points of interest to be prioritised. The data used was collected in August 2023.

The data was collected using two different methods:

- **Quantitative analysis**, based on figures from the company's administrative department,
- **Qualitative evaluation and analysis**, using an internal questionnaire.

1. Gender equality in recruitment

SPARTHA Medical was co-founded by two men and grew to achieve parity in its first year, 2020.

This has continued in subsequent years as the company's workforce has grown.

Workforce	Total	Men	Women
2020	4	2	2
2021	9	4	5
2022	19	10	9
2023	21	10	11

Despite the predominance of men in the research and innovation sector¹ (particularly in management, research and technical positions), **SPARTHA Medical's production team is predominantly female.**

The Research & Development (R&D) teams are equally divided between men and women.

Production	Total	Men	Women	R&D	Total	Men	Women
2020	1	0	1	2020	0	0	0
2021	2	0	2	2021	2	1	1
2022	4	1	3	2022	2	1	1
2023	6	1	5	2023	2	1	1

However, it is complicated to draw conclusions after only 4 years in business, and with such low headcount figures by sector. These figures will therefore be monitored as the company grows.

Do you think SPARTHA Medical should take gender into account when recruiting? Explain why.

58% of the structure's employees think that gender-based criteria should be integrated into the recruitment process, in particular to move away from the academic and scientific heritage, two environments profoundly marked by gender differences for positions of responsibility.

For the remaining **42%**, the answers are more nuanced. While no one is opposed to the idea of maintaining a balance between men and women within teams, gender only appears as a secondary variable to be taken into account at the end of the recruitment process, once the qualities and abilities of the future employee have been proven.

The responses emphasise that having a potential gender imbalance in a field of activity is not a sufficient argument for valuing one gender over the other. Recruitment must remain as neutral as possible and not be affected by possible bias, whether conscious or unconscious, or reasons other than the candidates' skills and ability to work.

Do you know of any recruitment policies specifically designed to promote gender equality within the company?

In response to this question, **67%** of SPARTHA Medical employees said that they are not aware of any specific recruitment criteria relating to this issue, compared with **33%** who said the opposite.

The promotion of gender equality is not currently integrated into the company's recruitment policies.

1 European Commission, [SheFigures 2021](#)

If you could add one more recruitment criterion, what would it be?

20% of employees would not change the current recruitment criteria.

For **80%** of the responses, the concerns are not specifically oriented towards the subject of gender equality, but rather around equal opportunities in general. This criterion covers access to the first job, recruitment of workers at the end of their career, or disabled workers, as well as the cultural diversity of profiles.

2. Gender balance in leadership and career development

Although there is no disparity in terms of the company's overall workforce, a segmented analysis by type of contract or job status shows that the majority of non-executive positions and fixed-term contracts (including work-study contracts) are held by women.

Only « managerial » positions are evenly represented by men and women, **reflecting parity in terms of leadership.**

Managerial	Total	Men	Women
2020	2	0	2
2021	5	2	3
2022	10	5	4
2023	10	5	5

Non-managerial	Total	Men	Women
2020	0	0	0
2021	0	0	0
2022	7	3	4
2023	8	2	6

Fixed-term contracts	Total	Men	Women
2020	0	0	0
2021	2	0	2
2022	7	3	4
2023	9	3	6

Working students	Total	Men	Women
2020	0	0	0
2021	2	0	2
2022	5	1	4
2023	5	1	4

Career development takes the form of personalised training plans, defined during annual interviews, in line with the company's needs and the employee's wishes.

Particular attention is paid to ensuring that one gender is not under-represented in this respect.

3. Remuneration

The salary survey is not representative in the company's current situation, and is therefore not included in this GEP.

Legally, salaries are defined by the collective agreement for the pharmaceutical industry since July 2023. This framework limits the potential for disparities in pay between employees.

Another aspect to take into account is the size of the company. Analysing the distribution of salaries is meaningful for similar positions and responsibilities. It does not seem relevant to us to carry out this analysis at our current scale.

For example, the over-representation of women on work-study positions reduces the average pay for this gender across the company.

4. Work-life balance and organisational culture

Birth / paternity / maternity leaves are rights enshrined in - and guaranteed by - French law. On return from such leave, employees are guaranteed the same responsibilities and working hours as before their departure.

Teleworking and flexible working hours are also available at the employee's request on a case-by-case basis.

A teleworking charter is being drawn up to provide a framework within the company.

5. Measures against gender-based violence, including sexual harassment

For the time being, documentation exists and is systematically provided to each new recruit. This documentation contains emergency numbers to contact, a summary of possible remedies, listening units, and internal and criminal actions that can be taken.

For the time being, we are relying on our partner, the University of Strasbourg, as our premises are located on their campus.

They have put in place a policy against sexist and sexual violence which is structured as follows: an email address for raising the alarm, a helpline to take the process further, help with the written report, followed by an internal procedure/investigation that can lead to criminal action if the facts are proven.

As a secondary level of security, any concerns or events can also be directly reported to our CEO.

III. Challenges, actions, KPIs, resources and timeframe

Based on the results of this first phase, there do not appear to be any areas of urgency, major disparities or priorities to be addressed.

The following issues and actions will therefore enable us to maintain the current direction and formalise the company's commitment to gender equality.

Once this initial observation has been made, here are the potentials problems identified and the areas for improvement envisaged, divided into 3 categories: **point of interest / point of attention / challenge.**

Point of interest n°1: Maintain efforts to raise awareness and interest in gender equality and combat the existence of sexist prejudices

Action: Webinar / seminar / training on gender equality at least once a year (attendance not compulsory except for those responsible for recruitment)

KPIs:

- Number of people participating in these activities per year
- Number of complaints relating to discrimination or inequality between men and women
- Comments and suggestions in the Gender Equality Action Plan

Resources: Partners offering this type of seminar, brochures, leaflets, in-house advertising, etc.

Time frame: First event before the end of 2026

Point of interest n°2: Combating indifferent attitudes towards activities that promote women's work in the company

Action: Communicate internally and externally on the value of women's work at SPARTHA Medical and the benefits of this type of practice (if applicable)

KPI: Number of publications over a given period

Time frame: To implement in the next communication plan

Point of interest n°3: Continue to implement gender-neutral recruitment processes

Actions:

- Monitor the terms used and avoid gendered language when writing a job advert
- Use blind assessment processes
- Maintain the obligation to have a gender mix in the recruitment process

KPI: Male-female ratio of applications shortlisted for positions

Resource: List of words to avoid in adverts

Time frame: January 2025

Point of interest n°4: Maintaining equal pay for equal work

Action: Carry out an in-depth analysis of the income distribution (salaries, bonuses, variable pay) when the number of employees is significant

KPIs:

- Compliance with the collective agreement pay scale
- Analysis of salary distribution (e.g. difference between the highest and lowest salary, deviation from the mean/median)

Resource: HR software package or internal payroll tracking system

Time frame: Before the next GEP (2026). Yearly reporting after 1st occurrence

Point of attention n°1: Promoting skills development for everyone in the company

Actions:

- For each training course concerning a position held by at least one man and one woman, allow a representative of both genders to access it
- Ensure that everyone has access to training, depending on their position and regardless of their gender
- Set up an HR system to track training hours

KPI: Hours devoted to training per gender and per team

Resource: New HR document; HR staff

Cadre temporel: 2025

Challenge n°1: Maintain a working environment free from sexual and moral harassment.

This challenge is of paramount importance to SPARTHA Medical, which is keen to maintain a working environment where everyone can flourish in safety.

Action: Improve existing measures: creation of an internal protocol and a form / document for reporting cases of harassment, whether moral or sexual

KPI: Number of cases of harassment reported over a period of time

Resources: Gouvernance, General Services, CSR. European documentation, French documentation and law

Time frame: 2024

IV. Monitoring protocol

The next step of the GEP is the introduction of an annual control system, based on data between 1st January and 31 December of each year. **The next update of the GEP will therefore be in 2025**, based on data from 2024.

This data will make it possible to see the progress made on the selected actions, with the possibility of redirecting or adding certain actions and/or themes in the frame of the company's development.