



Leibniz-Forschungsinstitut für  
Molekulare Pharmakologie

**Public Gender Equality Plan**

of the

**Leibniz-Forschungsinstitut für Molekulare  
Pharmakologie (FMP)**

**as of 19 March 2021**

The FMP's gender equality plan is based on the work plan for the "Implementation of the Agreement on the Promotion of Equal Opportunities for Women and Men between the Forschungsverbund Berlin (FVB, Research Association Berlin) and the State of Berlin" of 7 October 2004, the agreements with the State of Berlin underlying this plan, and DFG standards.

According to the agreements, equal opportunity for women and men is a management task. Human resources development and financial management at the institutes of the FVB must be designed with equality in mind. Target agreements on equal opportunities should be an integral part of the institute concept.

### **Overview of Employment structure at the FMP**

In general, at the end of each year, the human resources department provides an overview of the employment structure of the FMP. These data show the distribution of men and women among the remuneration groups and their distribution among part-time employees. The status and development of the employment structure serves both as a stock-taking and as a means of monitoring the success of the measures to promote equal opportunities at the FMP. This detailed list can be viewed on the intranet at any time.

Finally, the cascade model's quotas, which are to be redefined annually and are part of the FMP's programme budget (the FMP's medium-term planning), serve as the basis for female personnel development. The long-term goal is to achieve a balanced gender ratio in the various employee groups and especially in management positions. The objectives for action presented below were defined based on the current figures.

### **Objectives for action**

The main objectives of the workplan of the FVB are

- **to promote the underrepresented sex. In particular, this currently involves a sustainable increase in the proportion of women among professional and managerial staff.**

This shall be achieved by

- **improving the conditions of access and advancement for women and targeted professional development of women already working at the institutes of the FVB,**
- **taking account of family obligations and the reconciliation of work and family life, and**
- **counteracting all forms of disadvantage and discrimination.**

Based on these objectives, the FMP's Institute Management (Direktorium (board of directors) and Administrative Management), the Equal Opportunities Officer and the "Initiative Group for Equality" have drawn up the following target agreement.

## **1) Personnel development at the FMP - Female junior scientists and managers**

- a)** The cascade model's quotas, redefined annually and included in the programme budget of the FMP, primarily provide the basis for female personnel development.
- b)** In order to attract applicants to fill management positions (research groups, junior research groups, project management, etc.), scientists are specifically invited to present their scientific work at a colloquium, thus creating an opportunity for informal contacts and the assessment of their suitability.
- c)** When creating new areas of responsibility at mid-level scientific level, and when permanent positions are filled to secure the scientific/technical staffing of the FMP (e.g. peptide synthesis, biophysical methods, protein expression), gender parity should be ensured taking into consideration of the group of applicants.
- d)** In order to fill vacant management positions, male and female scientists are specifically approached, invited to give lectures and, when considered appropriate, invited to apply.
- e)** LOB (performance-based) staff interviews are used to clarify the individual interests of employees and to discuss offers and proposals for funding opportunities. The extent shall be discussed, to which equality has actually been achieved in the respective group. Requirements concerning work-life balance are also discussed in this context.
- f)** Existing opportunities to honour the scientific achievements of the female scientists of the FMP are consistently used (nominations for awards and prizes).
- g)** Mentoring and coaching programmes of the Leibniz Association and the FVB are used consistently. Women scientists at all levels are encouraged to participate in such programmes.  
Suitable programmes of other institutions (e.g. the Christiane Nüsslein-Volhard Foundation) for the promotion of female scientists are identified and suitable female scientists of the FMP are supported to take advantage of such programmes.  
The institute supports female junior group leaders in the development of individual coaching or mentoring concepts.  
The FMP Equal Opportunities Officer(s) organise further training and mentoring programmes, if necessary together with the FMP Graduate School. The selection of participants takes into account equal opportunity aspects.
- h)** Measures enabling the creation of active networks:  
Female employees are encouraged to attend annual scientific conferences and to undertake study visits abroad to form networks. They are encouraged to actively applying for funding opportunities (DAAD scholarships; support for travel costs,

conference participation). In addition, the Board of Directors assures comprehensive support in the realization of active conference participation.

## **2) Family-supporting Environment**

- a) The FMP supports the childcare facility "CampusSterne" which provides day care for children of staff working on Campus Buch. The institute supports parents in organizing appropriate childcare within the framework of the legal requirements and the possibilities of the Institute.
- b) The FMP provides one re-entry position per year for all researchers following parental leave. Two options for financing the return to work are provided: either a technical assistant is employed during parental leave to continue the project, or direct funding is provided for the employee's return to work after parental leave.  
The institute provides 50% funding for a maximum period of 2 years. The group hosting the returning scientists must cover the remaining 50% of funding. Applicants send their application for the re-entry position to the Board of Directors via the Directorate. The Board of Directors decides upon an application after consultation.
- c) The multifunctional room (ground floor) shall be used primarily as a parent-child room. A computer workstation set up there gives parents the opportunity to work there.
- d) The Institute offers the possibility of a financial grant for short-term day care for children, when the legal guardians taking care of official duties (e.g. attending meetings and conferences, further training, lectures). The funds will come from the fund of the Equal Opportunities Officer. The Institute maintains the service of the Benefit-at-work service platform for all employees to provide offers supporting work-life balance.
- e) To ensure that all employees are able to participate, the start of scientific colloquia and lectures is set at 3 pm at the latest.  
Meetings of the Institute's committees usually take place during core working hours. Group-internal meetings should also be scheduled during core working hours in consultation with staff.
- f) The option of shifting working hours is regulated by the works agreement "Agreement on flexible working hours".  
Awareness of the flexible handling of working hours by group leaders is supported by the Institute management.  
Flexible arrangements for mobile working should be worked out by consensus between the heads of the groups and the Board of Directors and agreed with the works council. IT department, group leaders, and staff ensure the requirements for mobile working (server access, access to programs, libraries...).

- g) The work performance is assessed based on the actual performance and work quality, not on the physical presence of the employees. Any discrimination with regard to working hours, especially of parents, is counteracted.
- h) The FMP actively counters all forms of discrimination, bullying and sexual harassment of employees. For an initial confidential consultation, the FMP has appointed Equal Opportunities Officers, Ombudspersons and the members of the works council as contact persons.
- i) The Institute actively pursues the maintenance of certification in the audit process of the audit berufundfamilie.

### 3) Young Researchers

The group leaders are encouraged to actively participate in the annual Girls' Day. The institute will request group leaders in a targeted manner to participate for further expanding the range of activities.

#### 4) Equal opportunities: Information in the intranet and internet (creation, maintenance of intranet/internet site)

- a) The FMP's Internet and intranet pages provide information on activities within the FMP, the Research Association (FVB) and other institutions and organisations.
- b) The institute provides a financial budget for equal opportunities issues out of which the following expenditure items are financed:
  - Educational or training programmes organised by equal opportunities officers
  - Childcare
  - Participation of female employees in meetings/conferences related to equal opportunity
  - Training for equal opportunities officers
- c) Speakers shall be invited to the Institute for lectures on equal opportunity. In particular, joint offers with other institutions on the campus (MDC, Charité, Campus Berlin-Buch GmbH, possibly companies of the Biotechpark) may be employed to implement these offers campus-wide for the benefit of equal opportunities.

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