



Istituto di Studi Politici “S. PIO V”

GENDER EQUALITY PLAN (GEP)

Validity period: 17 June 2026 – 17 June 2029

Gender Equality Plan prepared to ensure compliance with Horizon Europe 2026–2027 eligibility requirements

Item	Information
Organisation	Istituto di Studi Politici “S. Pio V”
Registered office	Piazza Navona, 93 – 00186 Rome
Body responsible for adoption	Board of Directors
President	Prof. Paolo De Nardis
Period	17 June 2026 – 17 June 2029
Date of adoption	17 June 2026
Resolution	BoD Council meeting for approval - 17 June 2026
GEP Officer	Eng. Antonino Albanese

Version ready for institutional adoption, subject to verification of staff data and formalisation of the appointments indicated.

1. Purpose, scope and regulatory basis

This Gender Equality Plan (GEP) defines the commitments, responsibilities, measures, indicators and procedures through which the Istituto di Studi Politici “S. Pio V” (Institute of Political Studies “S. Pio V”) promotes gender equality and prevents discrimination and harassment, with particular reference to its role as a research organisation and to its participation in European research and innovation programmes.

The GEP is designed to meet the mandatory process-related minimum requirements set out in the Horizon Europe General Annexes 2026–2027 for research organisations established in a Member State, as well as to provide a verifiable operational framework during project implementation. The European Commission requires the GEP to be in place at the time of grant signature and throughout the duration of the grant.

The Plan applies, as relevant, to employees and collaborators, researchers, administrative and technical staff, trainees, members of the governing and scientific bodies, and persons involved in procedures for the selection, evaluation, management or implementation of research activities.

1.1 Horizon Europe 2026–2027 requirements

Mandatory minimum requirement	Compliance procedures	Verifiable evidence
Publication	GEP formally adopted by the Board of Directors, signed/approved by the senior management and published on the institutional website; internal communication to staff and collaborators.	Resolution; signed GEP; web page; internal communication
Dedicated resources	Formal appointment of a GEP Officer and establishment of an internal implementation structure; availability of time, expertise and financial resources proportionate to the size of the Institute.	Resolution; GEP Officer appointment; activity/budget plan; records
Data and monitoring	Collection and analysis of sex/gender-disaggregated data on staff and governing bodies; monitoring through KPIs and reporting at least every two years, with annual internal monitoring.	Dataset; GEP report; Board of Directors minutes; KPIs
Training	Awareness-raising and training activities for staff and decision-makers, including training on unconscious bias and prevention/reporting procedures.	Programmes; attendance records; materials; certificates

Compliance note: the GEP distinguishes the four mandatory process-related requirements from the five thematic areas recommended by the European Commission. However, all five areas are integrated into this Plan, making the document substantive and consistent with the organisational change objective required by the European Commission.

2. Institutional profile and governance

The Institute is composed of: Board of Directors, President, Scientific Council and Board of Statutory Auditors. The Board of Directors is responsible for the programming, administrative and management activities and, together with the Scientific Council, defines the overarching principles of the scientific and research activities.

Body	Current published composition	Women	Men	Female share
Board of Directors	8 members	0	8	0%
Scientific Council	5 members	2	3	40%
Board of Statutory Auditors	4 members (3 full members + 1 alternate)	1	3	25%

The current Board of Directors is composed of Prof. Paolo De Nardis (President), Prof. Antonio Iodice (Board Member and Honorary President), Prof. Giuseppe Acocella (Research portfolio), Eng. Antonino Albanese (Administration portfolio), Dr Pasquale De Santis, Prof. Flavio Felice, Dr Antonio Merone and Prof. Gianluigi Rossi.

The Scientific Council is composed of Prof. Flavio Felice (Interim President), Prof. Rita Bichi, Prof. Caterina Cittadino, Prof. Giovanni Dotoli and Prof. Angelo Maietta. The Board of Statutory Auditors is composed of Dr. Silvio Salini (President), Dr. Antonietta Paone (full member), Mr. Walter Gargano (full member) and Dr. Gianluca Mazza Reversi (alternate member).

The Institute will periodically monitor the gender composition of its governing bodies and, during renewal processes and new appointments where applicable, will promote greater attention to gender balance, whilst complying with the Statutes and competence requirements.

To this end, the GEP provides for realistic measures such as gender-balance criteria in future appointments where legally and statutorily possible, expansion of networks of female candidates, balance in committees and working groups, and systematic monitoring.

3. Baseline analysis and data management

The composition of the governing bodies reported above is based on a public institutional source. The administrative template received by the Institute, on the other hand, contains illustrative staff data (16 people), which cannot be treated as actual data without administrative verification. For this reason, this GEP does not fabricate a staff baseline: it must be completed by the administrative contact person on the basis of the staff and collaborations actually in place on the date of adoption.

Category - Area	Total	Women	Men	Other/not declared*	% women
Research	4	1	3		25
Administration	4	3	1		75
Collaborators	100	34	66		34
Total staff	108	38	70		35

* Data will be collected in compliance with the applicable personal data protection legislation. The classification used for monitoring must be defined by the Institute and must not require individuals to provide unnecessary information.

3.1 Baseline indicators – Institute governance

Indicator	June 2026 baseline	June 2029
Women on the Board of Directors	0/8 = 0%	Progressive improvement; gender balance pursued in future appointments, in compliance with the Statutes
Women on the Scientific Council	2/5 = 40%	Maintain at least 40%, where compatible with appointment procedures
Women on the Board of Statutory Auditors	1/4 = 25%	Improvement in future appointments, where compatible with the applicable procedures
Committees/working groups	To be established	Gender balance pursued and documented; 40% target where numbers allow

4. GEP governance and implementation

Implementation is designed taking into account the low representation of women on the Board of Directors. Compliance is not made dependent on the presence of a minimum number of women in the senior leadership: the Horizon Europe requirement concerns the existence and effective implementation of the GEP, with resources, data, training and concrete measures. The Institute therefore adopts GEP governance that ensures expertise and female participation without artificially altering the statutory composition of its bodies.

Function	Responsibility	Appointment
Board of Directors	Adopts the GEP; ensures resources; receives reports; approves corrective measures; integrates the principle of equal opportunities into decisions within its remit.	Statutory body
President	Ensures institutional sponsorship of the GEP and communication of the Institute's commitment.	Prof. Paolo De Nardis
GEP Officer	Coordinates implementation and monitoring; maintains the action register; prepares reports; supports project managers; serves as the internal point of contact.	To be formally appointed by Board of Directors resolution
GEP Implementation Group	Supports the GEP Officer; includes at least one female representative from the scientific and/or oversight bodies and an administrative contact person.	To be established by Board of Directors resolution

Administration	Collects data and supports analysis of the pay gap, recruitment, leave and training.	Designated administrative manager
Nominated project lead	Apply the GEP in Horizon Europe projects and assess the relevance of the gender dimension in research content.	For each project

To strengthen the independence and credibility of the system, the Board of Directors may appoint the GEP Officer from among internal staff or assign the role to a qualified external person. In the latter case, the Institute shall retain the contract/appointment, CV or evidence of qualifications, and activity records as proof of the availability of dedicated expertise.

5. 2026 - 2029 Action Plan

Area 1 – Organisational culture and work-life balance

Objective	Measure	Responsible	Deadline	KPI/Evidence
Foster an equitable working environment	Adopt transparent criteria for working-time flexibility and, where compatible with functions, remote/hybrid working.	BoD / Administration / GEP Officer	31/12/2026	Policy adopted; requests and responses monitored by gender
Support work-life balance	Inform all staff of their rights concerning leave and flexibility, including their use by fathers.	GEP Officer / Administration	31/12/2026	Communication; use of leave/flexibility by gender
Strengthen an inclusive culture	Include the principle of equal opportunities in internal communications and HR documents.	BoD / GEP Officer	Fully operational	Updated documents/procedures

Area 2 – Gender balance in leadership and decision-making

Objective	Measure	Responsible	Deadline	KPI/Evidence
Reduce the imbalance in senior leadership over the medium term	Integrate, within the limits of the Statutes, due consideration of gender balance into future	BoD	To be applied at the next renewal	Gender composition; evidence of procedures

	appointment/renewal procedures and document the candidates considered.			
Ensure balance in operational groups	For committees and working groups established by the Institute, pursue at least 40% representation of the under-represented gender where numbers allow.	GEP Officer / competent body	From June 2026	% of compliant groups or documented justification
Broaden the pool of female expertise	Create and maintain a list of female experts and researchers who may potentially be involved in events, advisory activities, selections and working groups.	GEP Officer / Scientific Council	31/03/2027	Updated list; number of experts involved

Institutional realism clause: the 40% target is an organisational objective for bodies and groups whose composition is effectively within the Institute's control. It does not apply retroactively and does not modify the statutory appointment rules. Any objective impossibility must be documented and accompanied by alternative measures to broaden female representation.

Area 3 – Recruitment, career development and fair pay conditions

Objective	Measure	Responsible	Deadline	KPI/Evidence
Reduce bias in selection processes	Formalise transparent selection criteria that are relevant to the position and gender-neutral.	BoD / Administration	31/12/2026	Procedure adopted
Ensure balanced selection panels	Where possible, include at least one person of a different gender on selection panels; if not possible, provide a justification for the composition.	Competent body	From June 2026	Panel composition
Monitor the gender pay gap	Annually analyse average	Administration / GEP Officer	First analysis by 31/03/2027	Pay gap report; corrective actions

	salaries/remuneration by category and contract type, identifying differences not explained by role, seniority or responsibilities.			
Support careers and opportunities	Monitor access to training, project responsibilities, coordination roles and publications/events by gender.	GEP Officer / scientific leads	Annually	KPIs by gender

Area 4 – Gender dimension in research

Objective	Measure	Responsible	Deadline	KPI/Evidence
Integrate the gender dimension where relevant	Include, in the design of each proposal, a documented assessment of the relevance of sex/gender to the research question, data, methodology, users and impacts.	Project managers / GEP Officer	Immediately applicable	% of proposals with documented assessment
Strengthen expertise	At least one internal workshop every two years on the gender dimension and bias in research, using EC/EIGE materials.	GEP Officer	2027 and 2029	No. of events; participation
Integrate the GEP into projects	Include in the project management checklists of the four Horizon Europe projects an item relating to gender equality and the gender dimension.	Project PMs	Before start of each project	Checklists; minutes

The gender dimension in research content is not the same as the gender composition of staff. For Horizon Europe, the relevance of sex/gender in research and innovation must be assessed on a case-by-case basis

and, where relevant, integrated into the research question, data/methods and results. If not relevant, the absence of a gender dimension must be justified in the proposal.

Area 5 – Prevention of harassment and gender-based violence

Objective	Measure	Responsible	Deadline	KPI/Evidence
Prevent harassment and discrimination	Adopt an internal policy/code against sexual harassment, harassment, discrimination and conduct detrimental to dignity.	BoD / GEP Officer	31/12/2026	Policy adopted and communicated
Ensure safe reporting channels	Designate an internal or external trusted person and define a confidential reporting and case-handling procedure.	BoD	31/12/2026	Appointment; procedure
Train staff	Training on prevention, reporting, responsibilities and case management.	GEP Officer	By 30/06/2027 and every two years	Attendance records; materials

6. Training and awareness-raising

Training is a mandatory process-related requirement of the GEP. The Institute organises activities for the entire organisation, including members of decision-making bodies and persons involved in selection processes or project management.

Activity	Target group	Frequency	Minimum content	Evidence
GEP and equality training	All relevant staff and collaborators	At least every 2 years	Equality, discrimination, organisational culture, rights and responsibilities	Attendance register
Unconscious gender bias	Board of Directors, Scientific Council, selectors, project managers	At least every 2 years	Bias in selection, leadership, evaluation, research	Materials and attendance records
Gender dimension in research	Researchers and PMs	Every two years + onboarding	Sex/gender analysis, methodology, impact	Checklists and materials

Harassment prevention	All staff	Every two years + onboarding	Prohibited conduct, reporting channels, protection	Attendance records and communication
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7. Dedicated resources

The Institute undertakes to allocate resources proportionate to its size and organisational capacity. The main resource consists of the time formally allocated to the GEP Officer and the implementation group; additional resources are allocated to training, external expertise where necessary, monitoring and communication.

Item	Minimum commitment envisaged	Method
GEP Officer	Formal appointment + dedicated working time	Board of Directors resolution and annual activity plan
External expertise	Available where internal expertise is lacking	Appointment/professional service
Training	Dedicated annual budget, defined by the Board of Directors according to needs	Courses/webinars/workshops
Monitoring	Administrative time for data collection and reporting	Administration + GEP Officer
Comunicazione	Resources for web publication and internal communications	Secretariat/Administration

To make the commitment readily verifiable in an ex-post check, the resolution adopting the GEP must indicate at least the name or appointment of the GEP Officer, the resources available and the operational mandate.

8. Data collection, monitoring and reporting

Monitoring will be carried out internally on an annual basis and formally documented at least every two years, thereby exceeding the minimum Horizon Europe requirement. The data will be used to assess the effectiveness of the measures and adopt corrective actions.

KPI	Frequency	Target	Source
% women on the Board of Directors	Annually / at each renewal	Increasing trend; balance pursued	Governing bodies
% women on the Scientific Council	Annually	≥40% where compatible	Governing bodies
% women on the Board of Statutory Auditors	Annually / at each renewal	Increasing trend where possible	Governing bodies
Staff composition by gender/category	Annually	Baseline and trend monitoring	Administration
Recruitment/terminations by gender	Annually	Monitoring	Administration
Gender pay gap	Annually	Identify and correct unjustified differences	Administration
Access to training by gender	Annually	Broad participation; no systematic gap	Training register

Balanced committees	Annually	40% where numbers allow	Minutes/appointments
GEP/bias training	Every two years	100% of relevant staff and decision-makers reached	Presenze
Harassment/discrimination reports	Annually	Zero tolerance; functioning channel	Confidential and aggregated register
Proposals with gender dimension assessment	Per proposal	100% of proposals; justification if not relevant	Project files

Data relating to any reports will be handled confidentially and in aggregated form in reporting, avoiding any publication that could enable identification of the persons involved.

9. Implementation timetable

Action	Deadline	Responsible	Output
Formal approval of the GEP and appointment of the GEP Officer	17 June 2026	BoD	Resolution + signed GEP
Publication on the website and internal communication	Within 10 days of adoption	GEP Officer / Secretariat	Web page + communication
Collection of staff baseline data	From 31/10/2026	Administration / GEP Officer	Baseline dataset
Establishment of the GEP Implementation Group	17 June 2026	BoD	Appointment and mandate
Fair recruitment policy	By 31/12/2026	BoD / Administration	Procedure adopted
Anti-harassment policy and confidential channel	By 31/12/2026	BoD / GEP Officer	Policy + contact person
First GEP/bias training	By 30/06/2027	GEP Officer	Event + register
First gender pay gap analysis	By 31/03/2027	Administration / GEP Officer	Report
First biennial GEP report	By 31/03/2028	GEP Officer / CDA	Published report
Second training	By 30/06/2029	GEP Officer	Event + register
GEP review	By 31/12/2029	BoD / GEP Officer	New GEP or revision

10. Evidence system for possible ex-post checks

The Institute will maintain a physical or digital GEP documentation file, with controlled access, containing at least:

- approved and signed version of the GEP;
- Board of Directors resolution adopting the GEP;
- act appointing the GEP Officer;
- act establishing the GEP Implementation Group;

- evidence of publication on the institutional website;
- internal communication of adoption;
- baseline and updates of gender-disaggregated data;
- monitoring reports and KPIs;
- training activity programmes, materials and registers;
- updated recruitment/selection procedures;
- gender pay gap analysis and related measures;
- anti-harassment and anti-discrimination policy/code;
- evidence of the appointment of the trusted person and confidential channel;
- checklists relating to the gender dimension of proposals and projects.

11. Institutional commitment

By adopting this GEP, the Board of Directors of the Institute of Political Studies “S. Pio V” undertakes to promote equal opportunities, prevent discrimination and harassment, ensure the effective availability of resources and expertise for implementation of the Plan, monitor results and adopt corrective measures where necessary.

The Institute recognises that gender equality requires a progressive process of organisational change. The current composition of the Board of Directors, which includes no women, constitutes an issue to be monitored and addressed through instruments compatible with the Statutes, without turning the GEP into a merely formal mechanism or one based on unrealistic quotas. Particular attention will therefore be paid to the composition of operational groups, selection procedures, career development and the presence of female expertise in the Institute’s scientific and decision-making activities.

Signature	Name	Date
President of the Board of Directors	Prof. Paolo De Nardis	17 June 2026
GEP Officer	Eng. Antonino Albanese	17 June 2026

Annex 1 – Compliance checklist before submission

Check	Status	Evidence
GEP approved by senior management	COMPLETED	Board of Directors resolution + signature
GEP published on the website	COMPLETED	URL/web page
GEP communicated internally	COMPLETED	Email/internal note
GEP Officer formally appointed	COMPLETED	Resolution/appointment
Dedicated resources formalised	COMPLETED	Resolution + activity/budget plan
Staff baseline verified	COMPLETED	Administrative data table
KPI and reporting system established	COMPLETED	Report template
Training planned and scheduled	COMPLETED	Training plan
Five thematic areas addressed	COMPLETED	Section 5
Harassment/reporting procedure	TO BE ADOPTED BY 31/12/2026	Policy + appointment
Gender dimension integrated into proposal management	COMPLETED	Project checklist

This checklist is an internal control and does not replace the final administrative verification. In particular, before making the declaration in the Participant Register, the Institute must verify that the document has actually been adopted and published and that the resources and responsibilities are formally operational.

Annex 2 – Methodological note on the gender dimension in Horizon Europe projects

For each proposal, the scientific lead must assess whether sex and/or gender are relevant to the research question, the population/users studied, the data collected, the methods, the analysis, the impacts or the dissemination of results. The assessment must be documented. If the gender dimension is not relevant, the proposal must provide a justification consistent with the subject matter and methodology of the project.

The GEP concerns organisational transformation and internal equal opportunities; the gender dimension, by contrast, concerns the content of research. The two dimensions are connected but not interchangeable.

Annex 3 – Regulatory and guidance sources used

- Horizon Europe – Work Programme 2026–2027, General Annexes, section “Gender equality plans and gender mainstreaming”.
- European Commission, Gender equality in research and innovation – Horizon Europe.
- European Institute for Gender Equality (EIGE), GEAR tool – Horizon Europe GEP eligibility criterion.
- European Commission, Gender Equality Plans (GEPs) – How to be ready for ex-post checks (2026).
- Istituto di Studi Politici “S. Pio V”, institutional “Governing Bodies” page, consulted for current governance.)