

(Stamp: The Institute of Molecular Genetics and Genetic Engineering
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Belgrade)

**ANNEX TO THE WORK PLAN FOR THE YEAR 2025
OF THE INSTITUTE FOR MOLECULAR GENETICS AND GENETIC
ENGINEERING
WITH SPECIAL MEASURES FOR ACHIEVING AND IMPROVING GENDER
EQUALITY FOR THE CALENDAR YEAR 2025**

Pursuant to the *Gender Equality Act*, article 16 ("Official Gazette of the RS," no. 52 of May 24, 2021 – hereinafter: the Act), which stipulates that public authorities and employers with more than 50 employees and engaged personnel are required to determine and implement special measures for achieving gender equality, the *Annex to the Work Plan for the Year 2025 of the Institute for Molecular Genetics and Genetic Engineering* is hereby adopted, with special measures for achieving gender equality for the year 2025, forming an integral part of the aforementioned annual plan.

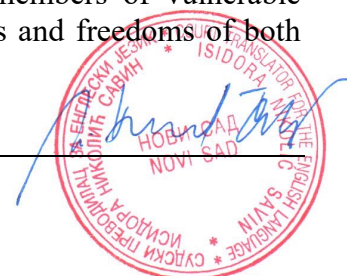
**GOALS AND MEASURES FOR ACHIEVING AND IMPROVING GENDER
EQUALITY**

The general goals achieved through the implementation of general measures for achieving and improving gender equality are in accordance with the *United Nations Millennium Development Goals*, the legal framework of the European Union, the aforementioned Act, and other laws, as well as strategic and planning documents that ensure sustainable development, human rights, equal opportunities for both genders, and gender equality in the Republic of Serbia.

General measures for achieving and improving gender equality are legally prescribed measures that prohibit discrimination based on sex or gender in a specific area or mandate appropriate actions to achieve gender equality. General measures also include those established by other acts (declarations, resolutions, strategies, etc.), whose goal is to promote gender equality.

Based on the above, the specific goals for achieving and improving gender equality at the Institute for Molecular Genetics and Genetic Engineering (hereinafter: IMGGE) are: ensuring equal opportunities for women and men and gender equality in employment, career development, promotion, exercising labor rights, and salary payments, as well as providing support for employees' families and family responsibilities. These goals are achieved through the implementation of special measures.

Special measures for achieving and improving gender equality (hereinafter: special measures) are, based on article 10 of the Act, activities, measures, criteria, and practices in accordance with the principle of equal opportunities. These measures ensure equal participation and representation of women and men, particularly members of vulnerable social groups, as well as equal opportunities for exercising the rights and freedoms of both genders.



Therefore, in accordance with the general measures prescribed by law, IMGGE determines and implements special measures based on a brief analysis and assessment of the situation in its work environment.

SUMMARY ANALYSIS AND ASSESSMENT OF THE STATUS OF WOMEN AND MEN

Total number of employees and engaged personnel: 171

Number of employees and engaged personnel, classified by gender:

W	134	78%
M	37	22%

Average age of all employees and engaged personnel: 39 years

Age structure of employees and engaged personnel:

	Age 21-30	%	Age 31-40	%	Age 41-50	%	Age 51-60	%	Age 61-70	%
Total	47	100%	52	100%	40	100%	27	100%	5	100%
W	33	70%	39	71%	33	82%	26	96%	3	60%
M	14	30%	13	29%	7	18%	1	4%	2	40%

Total number of managerial positions (including appointed positions): 2.

Total number of managerial positions (including appointed positions) classified according to gender structure:

W	2	100%
M	/	/

Total number of executive (non-managerial) positions: 169

Executive positions, classified by gender:

W	132	78%
M	34	22%

Number of employees and engaged personnel who, in the previous year, participated in additional education or professional training (courses):

Total	27	100%
W	22	81%



M	5	19%
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Total number of individuals employed in the previous year: 17
 Number of individuals employed in the previous year, classified by gender:

W	12	71%
M	5	29%

Total number of employees dismissed in the previous year: /
 Total number of employees retired in the previous year: 2
 Retired employees in the previous year, classified by gender:

W	2	100%
M	/	/

Total number of employees who took maternity leave, parental leave, or leave for childcare in the previous year: 8

Employees who used maternity leave, parental leave, or leave for childcare in the previous year, classified by gender:

W	8	100%
M	/	/

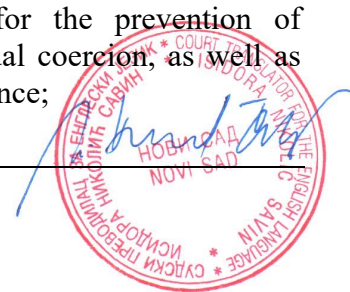
Total number of job positions, according to the general enactment, for which a justified gender-based distinction exists in accordance with the labor legislation: /

Total number of job positions, according to the general enactment, for which a justified gender-based distinction exists in accordance with the labor legislation, classified by gender: /

SPECIAL MEASURES FOR ACHIEVING AND IMPROVING GENDER EQUALITY

When introducing special measures, one must obey the differences in various interests, needs and priorities of women and men, while the special measures are to provide for:

1. Establishment of the criteria for employment, where the advertised job vacancies must not pertain to personal properties but only to the position applied for by the candidate, while the employer may not require information on the marital and family status and other personal properties in a manner contrary to the provisions of the Act;
2. Planning and implementation of regular employee training on gender equality topics to raise awareness among employees and engaged personnel;
3. Implementation of measures, procedures, and activities for the prevention of discrimination based on gender, sexual harassment, and sexual coercion, as well as the prevention and suppression of all forms of workplace violence;



4. The staff responsible for project management and support drawing the attention of project proposers to the necessity of adequately addressing gender equality issues within their project proposals;
5. Flexible working hours to accommodate employees' family responsibilities, along with other family support measures, including financial assistance, in accordance with the *Labor Rulebook* and financial capabilities of IMGGE;
6. The use of gender-sensitive language to help eliminate gender stereotypes in the exercise of rights and responsibilities of women and men;
7. Highlighting notifications to IMGGE service users that access to services is free, in accordance with Article 50 of the Law;
8. Implementation of gender-responsive budgeting in the planning, management, and execution of plans, projects, and policies;
9. Collection of relevant gender-disaggregated data and its submission to the competent institutions.

METHOD OF IMPLEMENTATION, SUPERVISION, AND TERMINATION OF SPECIAL MEASURES

Special measures shall be implemented from the date of adoption hereof.

Supervision of the implementation of the above measures shall be carried out by the responsible person within the legal entity.

The implementation of special measures shall cease upon the achievement of the goal for which they were adopted. If this goal is not achieved within the year of adoption hereof, the implementation of special measures may be extended in the following years by adopting future annexes to annual work plans until the specific goal is reached.

REPORTING ON THE IMPLEMENTATION OF SPECIAL MEASURES

Pursuant to article 18 of the Act, IMGGE shall submit special measures for achieving gender equality as an excerpt from its annual work plan to the competent ministry responsible for gender equality affairs. This must be done no later than 30 days from the date of adoption, via the following email address: antidiskriminacija.rodna@minljmpdd.gov.rs. Alternatively, it can be sent in physical form to: Ministry of Human and Minority Rights and Social Dialogue, Boulevard Mihajla Pupina 2, 11070 Belgrade.

If the special measures are publicly published as part of the annual work plan, the public authority or employer must inform the ministry of the publication, including the official publication or website, also within 30 days of adoption.

PRESIDENT OF THE BOARD
OF IMGGE
(*illegible signature*)

Slavica Radovanović, PhD
Senior Technical Associate



In Belgrade, on December 25, 2024

(Round seal: The Institute of Molecular Genetics and Genetic Engineering, Belgrade, 1)

End of translation

I hereby certify that the above translation is in full conformity with the original in the Serbian language.

In Novi Sad, on February 27, 2025.

Isidora Nikolić Savin, Certified Court Translator for the English Language

