






GENDER EQUALITY PLAN

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I. NORMATIVE FRAMEWORK

Per the European Union Gender Equality Strategy 2020-2025, the Community Health Centre Ljubljana (hereinafter: CHCL) adopted the Gender Equality Plan (hereinafter: the plan). The plan's purpose is to encourage equal treatment of all employees.

Equality before the law, regardless of gender, in the Republic of Slovenia is already established by the Constitution of the Republic of Slovenia, which in Article 14 stipulates that everyone is equal before the law. In Slovenia, everyone shall be guaranteed equal human rights and fundamental freedoms irrespective of national origin, race, sex, language, religion, political or other convictions, material standing, birth, education, social status, disability, or other personal circumstances. Furthermore, Article 49 of the Constitution of the Republic of Slovenia also defines freedom of work as one of the fundamental rights, including the right for everyone to choose their employment freely and have access under equal conditions to any employment position regardless of gender or any other personal circumstance.

In employment relations, measures for protecting and realising gender equality are determined by the Employment Relationships Act (Official Gazette of the Republic of Slovenia - [UL RS 21/2013](#) with amendments and supplements, hereinafter: [ZDR-1](#) - Employment Relationships Act), which expressly prohibits discrimination and retaliatory measures. ZDR-1 stipulates that the employer must treat the worker equally during the employment relationship and concerning the termination of an employment contract based on sex (and, of course, other personal circumstances). The employer must ensure equal treatment in access to employment, promotion, training, education, retraining, wages and other income arising from employment relationships, absences from work, working conditions, working hours and notice of termination of the employment contract. ZDR-1 also specifically protects pregnant workers and workers during parental leave.

The main legislative act in the field of gender equality is The Equal Opportunities for Women and Men Act (Official Gazette of the Republic of Slovenia - [UL RS 59/02](#) with amendments and supplements), which, to realise its aim, determines general and special measures for the establishment of equal opportunities, defines those responsible for tasks together with their competences and obligations, introduces a particular informal method of addressing cases of alleged unequal treatment of genders as well as the institution of the Advocate of the Principle of Equality as the person authorised to deal with such cases, and determines the rights and obligations of the participants in such cases. The Equal Opportunities for Women and Men Act defines imbalanced gender representation as the representation of one gender in a specific field of social life or in a part of a field lower than 40%.

The Protection Against Discrimination Act (Official Gazette of the Republic of Slovenia - [UL RS 33/2016](#) with amendments and supplements) protects all persons against discrimination irrespective of their gender, nationality, racial or ethnic origin, language, religion or belief, disability, age, sexual orientation, gender identity or gender expression, social status, property status, education, or any other personal circumstance.

In addition to the measures mentioned above to ensure gender equality, which is stipulated by the legislation, CHCL already in 2014 successfully carried out all the planned activities for obtaining the Family Friendly Organization certificate and, at the time of adoption of this plan, is the holder of a full certificate with the following implemented measures:

- Flexible working hours;
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- Child-related time bonus;
- Absence without salary compensation due to extraordinary family reasons;
- Team for balancing professional and family life;
- Health protection measures;
- Communicating with the employees;
- Communicating with the public;
- Surveys among employees on balancing work and family;
- Training of executives in the field of balancing work and family;
- Inclusion of the topic of balancing professional and family life in annual interviews;
- Internal tenders: new positions or vacant positions are first offered to employees;
- Offer for leisure time;
- Providing information to absent workers;
- Planning and implementation of continuing training programs, mainly during working hours;
- Individual career development plan;
- Thoughtfulness to employees during crucial events.

The measures are carried out per the internal instructions on family-friendly organisational measures.

CHCL also holds the ISO 9001:2015 quality management system certificate, which is necessary to meet equal treatment requirements.

Since 2014, CHCL has also been a holder of the LGBT-friendly certificate. As part of obtaining this certificate, training sessions were held for CHCL executive staff, covering topics related to fundamental human rights and learning about the specific needs of LGBT people. The executive staff then transferred the acquired knowledge to their colleagues. CHCL ensures that the idea of the same approach to everyone and the guarantee of fundamental human rights is considered among employees and externally towards service users. By obtaining the certificate, CHCL undertook to provide:

- A better understanding of the fundamental human rights of LGBT persons;
- An inclusive environment for LGBT employees;
- Raising the awareness of employees in providing offers and services for LGBT users;
- Increasing sensitivity to detect violations of the rights of LGBT persons in the working and user environment.

The CHCL has also adopted an Internal instruction on the action in the event of a violent incident on the premises of the CHCL, which regulates and specifies in more detail the implementation of action in the event of violent behaviour or an incident of patients/users of health services in all units of the CHCL and over employees/staff or other participants (visitors or other patients/users) and inventory.

The instructions specify the following preventive measures:

- Informing or notifying the responsible persons of CHCL about the event and filling in/forwarding the documentation;
 - Taking action in the event of the consequences of a violent event;
 - Bystander action during a violent event.
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The Mediation Centre was established within the CHCL. It operates independently and provides a neutral environment and a confidential space for resolving disputes within the CHCL and, more widely, in the health sector of the Ljubljana region. It is intended to resolve disputes peacefully between health workers and colleagues in teams and outside them, between non-health workers, between health workers or colleagues and patients, between workers and CHCL as an employer, and between business partners.

The described legal bases, the obtained certificates and the activities carried out on their basis, as well as the established Mediation Centre CHCL, represent preventive activities:

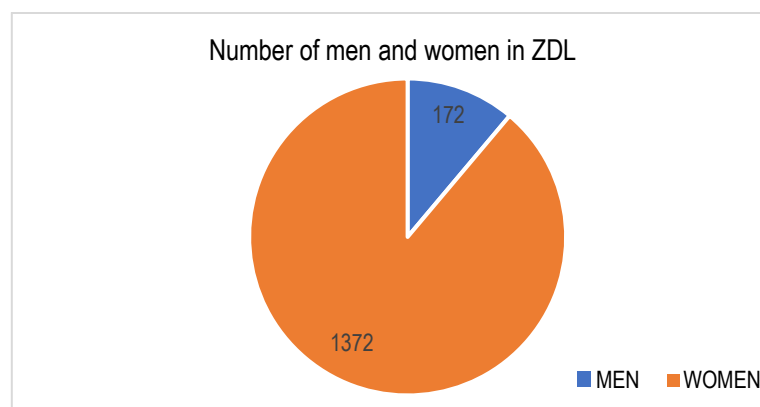
- To promote tolerant communication and behaviour of all employees, especially executives, who are an example of the employer's internal culture;
- To prohibit retaliation against the victim or the person assisting them;
- To strive to improve the organisation of work from the point of view of balancing professional and family life;
- To improve the executive style;
- For the peaceful resolution of disputes within the framework of the mediation process

1. SITUATION ANALYSIS

During the preparation of the gender equality plan, CHCL analysed the gender balance in selected functions and individual job positions based on statistical data. The data was collected on 31.03.2023 to show the institution's current situation.

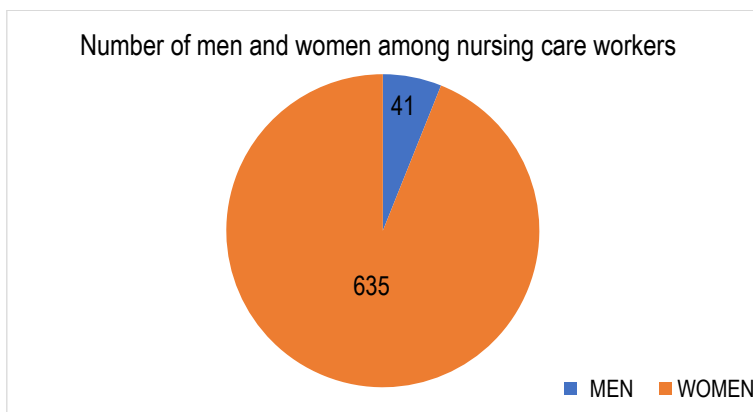
a) Number of all employees by gender

Total no. employees	Women	% of women	Men	% of men
1544	1372	88.86	172	11.13



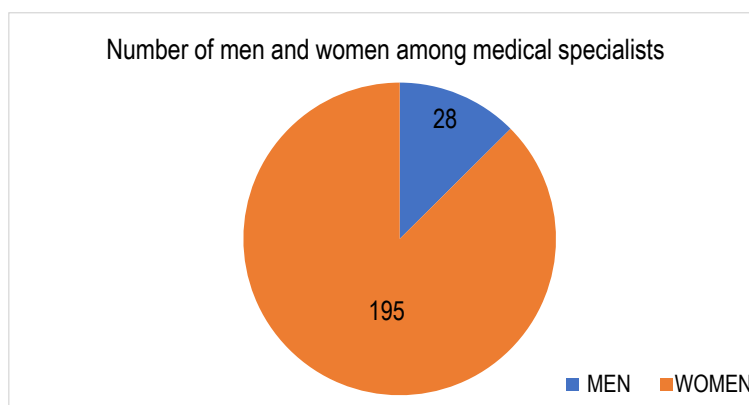
b) Number of employees in nursing care by gender

Total no. of employees in nursing care	Women	% of women	Men	% of men
676	635	93.93	41	6.07



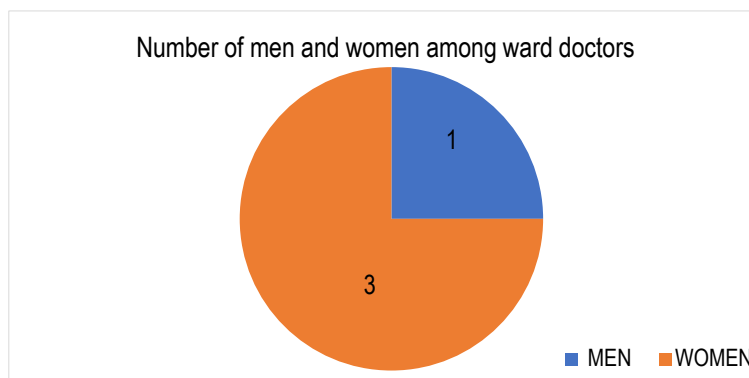
c) Number of employed medical specialists by gender

Total no. employed medical specialists	Women	% of women	Men	% of men
223	195	87.44	28	12.56



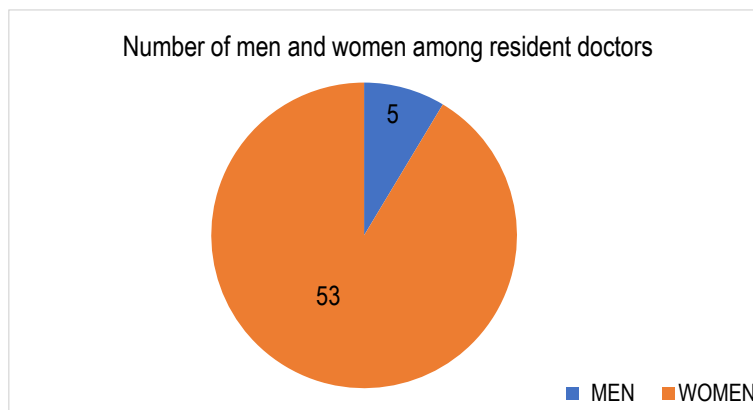
d) Number of employed ward doctors by gender

Total no. employed word doctors	Women	% of women	Men	% of men
4	3	75	1	25



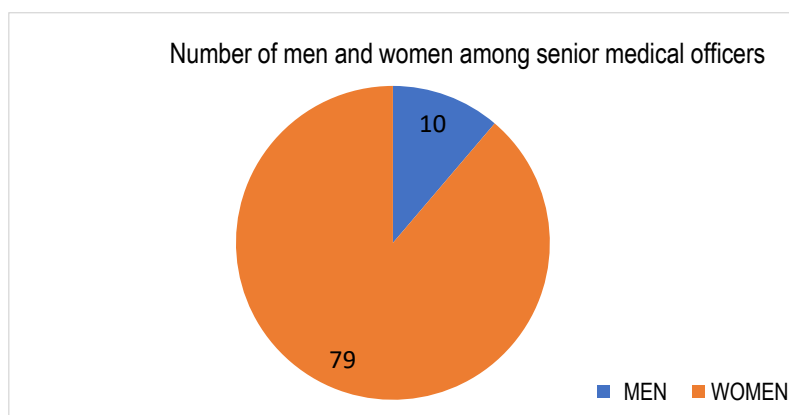
e) Number of employed resident doctors by gender

Total no. employed resident doctors	Women	% of women	Men	% of men
58	53	91.38	5	8.62



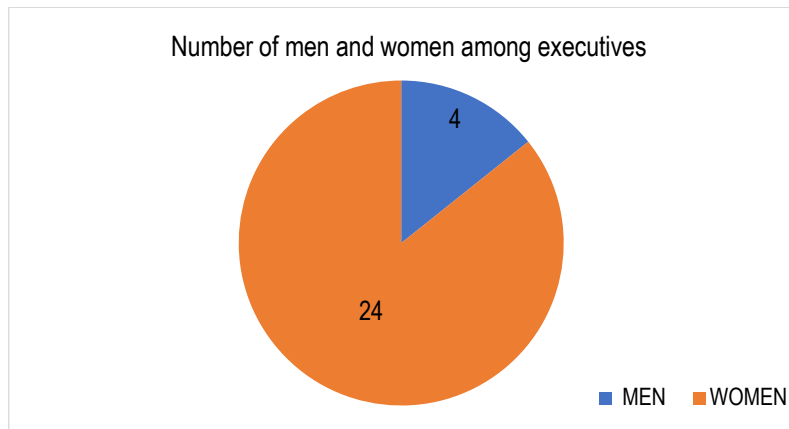
f) Number of employed senior medical officers by gender

Total no. employed senior medical officers	Women	% of women	Men	% of men
89	79	88.76	10	11.24



g) Executives by gender

Total no. of executives	Women	% of women	Men	% of men
28	24	85.71	4	14.29



More women than men are employed in CHCL, which applies to all organisational units. The employment structure favouring women is about 85%, compared to men, who appear in only about 15% of the total number of employees. The most significant discrepancy occurs in nursing care, where the gender divide is traditionally the largest. At CHCL, more than 90% of women are in nursing care. There is also an equal division between the genders among resident doctors employed in CHCL. The general ratio between the genders in the CHCL also applies to promotions after specialisation to the senior medical officer and executive positions (in both cases, more than 85% representation of women). The reasons for the large percentage of women can be found in the well-known feminisation of the family medicine doctors' profession, which is evident not only in our country but also abroad. Another reason is the general feminisation of the medical profession, as many more women than men enrol in medical schools.

Based on the analysed data, we can conclude that work at the level of primary health care, which is the essential activity of CHCL, for male employees (this is particularly acute at the level of doctors, as more than 90% of resident doctors, whom CHCL considers as potential future employees are women) is not attractive.

Concerning violent events, collected until 31.12.2022, they show that 150 events were reported.

2. ACTION PLAN

a) Equal opportunities for the genders in employment and career advancement

Target group	Action/strategy	Indicators	Responsible persons	Time frame	Corrective mechanisms
Job candidates, employees, students	Greater attention to gender-balanced recruitment in case of equal competence of candidates and within the framework of legal options	Number of employees by gender	Heads of Organisational Units, Personnel Department, Director	Permanent	Verification of compliance with the strategy, additional analyses, promotion of professions in primary health care
Job candidates, employees	Greater attention to the recruitment of the under-represented gender in the positions of executives' unit in case of equal competence of candidates and within the framework of legal options	Number of executives by gender	Director, Human Resources Department	Permanent	Verification of compliance with the strategy, additional analysis,

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Employees	Introduction of training on gender equality	The number of training hours completed and monitoring of participation in training	Personnel Department, Organisational Units	Permanent	Verification of compliance with the strategy
Employees	Greater attention to gender balance in enabling and promoting employee training	Number of training contracts by gender, number of hours of training by gender	Personnel Department, Organisational Units	Permanent	Verification of compliance with the strategy
Employees	Planned search for employees with skills for career development, encouraging the under-represented gender to apply for executive positions and mentoring and learning executive skills for representatives of the under-represented gender in leadership positions	Number of trainings on executive skills, number of executives by gender	Personnel Department, Organisational Units	Permanent	Verification of compliance with the strategy

b) Balanced gender representation in executive and decision-making positions

Target group	Action/strategy	Indicators	Responsible persons	Time frame	Corrective mechanisms
Job candidates, employees	Greater attention to the recruitment of the under-represented gender in the positions of unit executives in case of equal competence of candidates and within the framework of legal options	Number of employees by gender in executive positions	Director, Human Resources Department	Permanent	Verification of compliance with the strategy, additional analysis,
Job candidates, employees	Planned search for employees with skills for career development, encouraging the under-represented gender to apply for executive positions and mentoring and learning executive skills for representatives of the under-represented gender in leadership positions	Number of employees by gender in executive positions	Personnel Department, Organisational Units, Director	Permanent	Verification of compliance with the strategy
Employees	Introduction of training on gender equality for employees and executive positions	Number of completed training courses	Personnel Department, Organisational Units	Permanent	Verification of compliance with the strategy

c) Measures to prevent gender-based violence, including sexual harassment

Target group	Action/strategy	Indicators	Responsible persons	Time frame	Corrective mechanisms
Employees	Urging all employees, including executives, to consistently report all incidents of violence, including sexual harassment	Number of reported incidents	Organisational Units, Quality Department	Permanent	In the event of an increase in the number of reported incidents, the preparation of a

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					strategy to improve the situation
Employees	Annual survey among employees regarding violent events, gender discrimination and harassment	The number of surveys conducted, the number of participants in the survey, the quality of the results	Quality Department	Permanent	In case of perceived dissatisfaction, preparation of a strategy to improve the situation
Employees	Establishment of a system for managing received reports in a way that will allow the reporting of an incident by gender, type of event and, in the case of a violent event, by type of violence, including sexual violence	The possibility of obtaining information about the type of violent incidents and the gender of the applicant and the perpetrator	Quality Department	Permanent	In the event of an increase in the number of reported incidents, the preparation of a strategy to improve the situation
Employees	Consistent implementation of existing measures to protect employees from ill-treatment, sexual and other harassment or discrimination in the workplace, including preventive activities (training, education, situation monitoring, etc.)	The number of identified and solved cases of discrimination, harassment and violent events; the number of conducted training and educations on the topic of discrimination, harassment and violence at work	Director, Quality Department, Organizational Units	Permanent	In the event of an increase in the number of reported incidents, the preparation of a strategy to improve the situation
Employees	Encouraging participation in mediation procedures	Number of mediations conducted	Organisational Units	Permanent	Verification of compliance with the strategy, promotion of mediation

3. CONCLUSION

In this document, the term gender is used as a binary category (women and men), while recognising that women and men are heterogeneous groups and that some people do not identify with either of these two categories or understand their gender in ways that it goes beyond identifying as male or female.

The plan is designed as a living document that will be periodically reviewed and updated in line with the analysis and findings of the annual report on gender equality, including the use of intersectionality, i.e. taking into account how biological and social gender intertwine with other personality characteristics/identities such as age, disability, ethnicity, nationality, gender identity, religion, sexual orientation and other characteristics, based on which appropriate responses will be formed.

The plan, prepared in Slovenian and English, is published on the CHCL website and its Intranet pages.