GENDER EQUALITY PLAN

2026-2029 | DIM ASSOCIATION

Asociația Centrul pentru Studiul Dezvoltării Internaționale și Migrației (DIM) — DIM Association (English working name)

Institutional policy and implementation framework • Approved document • Version 1.0

STATUS: FORMAL ADOPTION – effective as approved by the competent governing body; published on the website.

The Romanian registered name takes precedence over the English working name.

Document control

Field	Institutional record
Legal entity	Asociația Centrul pentru Studiul Dezvoltării Internaționale și Migrației (DIM)
Plan period	From 5 August 2026 to 31 December 2029
Approving authority	Board of Directors (CD), Arts. 16-18, for standalone operational policy; GA if ROF/strategy changes (Art. 15)
Institutional sponsor	President of DIM Association (Cristian PÎRVULESCU)
Operational lead	Designated Gender Equality Coordinator (Roxana CONSFERENȚ)
Independent reporting alternative	Oana DERVIS
Adoption decision / date	4/5 August 2026 CD Decision
Public URL / publication date	www.dim-thinktank.org; October 2026
Review	Annual monitoring; comprehensive review in 2028; renewal before end-2029

Executive commitment

DIM Association commits to substantive gender equality, fair opportunities, safe participation and an inclusive organisational culture across its governance, research, policy analysis, partnerships, projects and public-facing activities. This Plan translates that commitment into measurable actions, assigned responsibilities, safeguards and verifiable records. Its design is proportionate to a newly established, project-based association with limited permanent administrative capacity. The Plan is not evidence that the actions described have already taken place.

1. Institutional context, legal scope and guiding principles

1.1 Identity and operating model

DIM Association is a distinct non-profit organisation bringing together expertise in international development, migration, European policy, social inclusion and applied research. It may undertake research, project delivery, knowledge exchange, dialogue, training, outreach and policy engagement. As a recently established association, it may work through statutory members, volunteers, contracted researchers and experts, project coordinators and, if subsequently recruited, employees. No permanent staffing structure, historic gender-equality activity or pre-existing internal committee is assumed by this Plan.

1.2 Persons and activities covered

This Plan applies to statutory office-holders and governing bodies when acting for DIM Association; members, volunteers, employees (if any), project-based researchers, consultants and contractors; and participants in DIM-led events or activities to the extent within the Association's control. Partner institutions and suppliers are covered through applicable contractual clauses and mutually agreed safeguards. Employment, volunteering, contractual, statutory and data-protection rules prevail where legally required.

1.3 Principles

- Equal dignity, non-discrimination and substantive equality across sex, gender, gender identity and expression, and intersecting disadvantages, within applicable law.
- Transparent, competence-based access to roles, project assignments, remuneration and professional opportunities.
- Meaningful participation and balanced representation without mechanically imposed quotas inconsistent with the Statute or legal requirements.
- Work-life balance, accessibility, reasonable adjustments where applicable and respectful communication.
- Zero tolerance for gender-based violence, sexual harassment, bullying, victimisation and retaliation.
- Confidentiality, due process, proportionality, data minimisation and evidence-based improvement.

1.4 Legal and policy reference

This Plan is informed by the European Commission's Horizon Europe Gender Equality Plan eligibility guidance, the European Institute for Gender Equality GEAR approach, applicable Romanian equality and anti-harassment legislation, the EU General Data Protection Regulation (GDPR), and DIM Association's governing documents. It does not replace statutory employment, safeguarding, criminal-reporting or data-protection obligations. Any legal references and statutory competences must be checked before formal adoption.

2. Governance, authority and accountability

2.1 Separation of functions

The General Assembly is the governing body (Statute, Arts. 11-12 and 15); the Board of Directors (Consiliul Director, CD) is the executive body (Arts. 11, 16-18). For a standalone operational GEP that does not amend the Statute or the Regulation on Organisation and Functioning (ROF), the CD should adopt an implementing decision within its executive-management remit under Art. 18(f)-(g), with the decision recorded under Art. 17. This is an interpretation of the Statute, not an express GEP-specific competence. The General Assembly retains approval of strategic objectives and ROF amendments under Art. 15(a), (g); refer the GEP to the General Assembly if framed as a strategic change or amendment to the ROF. The President supports implementation and chairs the CD (Art. 20), but implementation, monitoring and complaints handling are separated operationally. Under Art. 11, external representation may be undertaken by the President or either Vice-President subject to the Statute and CD decisions.

Role	Core responsibilities	Safeguard / evidence
Board of Directors (CD) for operational GEP; General Assembly for reserved matters	Adopt GEP and material revisions; approve feasible resources; review annual monitoring and corrective measures.	Adoption decision, minutes and review record. Exact organ verified against Statute.
President / institutional sponsor	Support implementation; ensure access to decision-makers and resources; communicate institutional commitment.	Does not automatically investigate complaints or control all monitoring records.
Gender Equality Coordinator (GEC)	Maintain action plan, training calendar, indicators and evidence register; prepare annual note; coordinate periodic review.	Written appointment, terms of reference, time allocation, substitute.
Project coordinators	Use fair selection criteria; conduct gender relevance screening; provide inclusive activities; document actions.	Project checklist, recruitment records, anonymised project indicators.
Independent reporting contact / substitute	Receive concerns, protect confidentiality, arrange conflict-free triage and referral.	Named contact and secure channel; not a person implicated in case.
External gender / safeguarding adviser	Provide specialist training or impartial case support where necessary.	Engagement evidence, qualifications, confidentiality commitment.
Members, volunteers and experts	Follow conduct rules; attend applicable induction; report concerns in good faith.	Acknowledgement and attendance records.

2.2 Appointment and independence

The CD shall designate a Gender Equality Coordinator (GEC), a deputy, and two conflict-safe reporting contacts through a recorded decision under Arts. 17-18. These may be members or appropriately engaged experts; no new statutory organ is created. The GEC reports implementation progress to the CD, which decides corrective actions and resource allocations. A person named in a complaint must not review it. If the CD itself has a material conflict, the matter shall be referred to an independent external specialist and, where required, to the competent authorities; statutory governance rights are preserved.

2.3 Decision-making and escalation

The GEC prepares proposals and monitoring reports; the competent body considers corrective action. Project leads may take immediate proportionate protective measures within their delegated authority, while serious or contested matters are referred to the competent body or an independent adviser, observing conflicts of interest and legal duties. The President cannot override confidentiality safeguards or require access to identifiable complaint files solely by virtue of office.

3. Resources and implementation capacity

DIM commits identifiable human time and access to appropriate gender expertise. DIM Association allocates a minimum of 24 hours per year of institutional contribution to GEP implementation: 12 hours for coordination, monitoring and reporting; 6 hours for awareness-raising and training; and 6 hours for institutional oversight and review. Project-level gender screening will be integrated into regular project planning and implementation activities, as appropriate. These are prospective minimum planning benchmarks, not claims of hours already worked. The governing body shall confirm or adjust them in light of resources and record the final allocation.

No monetary allocation is presumed at adoption. Eligible training, accessibility, specialist advice and safeguarding costs may be supported from unrestricted funds or permitted project budgets, subject to donor rules. Where funding is insufficient, low-cost online training and pro bono or partner expertise may be considered, without compromising confidential handling or mandatory legal obligations. Any external expert engaged must have a recorded remit and appropriate competence.

4. Baseline, privacy and monitoring

4.1 Initial baseline

Within 90 days of adoption, the GEC shall establish an initial baseline using lawfully available, proportionate data: governance roles; active membership; staff if any; volunteers and contracted researchers engaged in DIM activities; project coordination roles; selection opportunities; training participation; and policy/process availability. Where appropriate and lawful, aggregate data may be disaggregated by sex and/or voluntarily self-reported gender. No person is required to disclose sensitive identity data to participate. Absence of relevant activity shall be recorded as “not applicable”, not as zero performance or an invented figure.

4.2 Data governance

Data collection shall follow GDPR principles of purpose limitation, minimisation, restricted access, defined retention, transparency and security. A lawful basis and privacy notice must be identified for each dataset. Special-category data require an appropriate additional legal condition and shall not be collected merely to populate indicators. Small-cell counts and combinations that might identify individuals shall not be published. Complaint files shall be stored separately from routine GEP monitoring, with restricted case-specific access and no identifiable details in public reporting.

4.3 Reporting

The GEC shall prepare an internal monitoring note annually, with a concise public progress summary where confidentiality permits. A formal implementation review will occur at least every two years; a comprehensive mid-term review is scheduled for 2028. Each review will identify progress, unmet measures, causes, corrective actions, owners and deadlines. The competent governing body shall receive and record consideration of the report.

Indicator	Measurement / evidence	Target / frequency
Formal adoption and publication	Signed decision, dated GEP PDF, stable public URL	Complete promptly after approval; verify annually
GEC and independent contact appointed	Appointment record, published reporting route	Within 30 days / before relevant external activity
Baseline established	Restricted aggregate baseline sheet	Within 90 days of adoption
Governance participation	Occupied positions, aggregate gender data where lawful	100% of occupied positions reviewed annually
Project gender screening	Signed short checklist for each DIM-led proposal	100% of new DIM-led proposals assessed for relevance
Fair selection procedures	Criteria and documented decision where formal selection occurs	100% of formal selection exercises
Training	Agenda, invitations, learning materials, attendance	At least one annual activity including decision-makers and active participants
Reporting channel	Contact test and confidential procedure	Operational, reviewed at least annually
Annual monitoring	GEC note, governance acknowledgement, action log	One internal note per year
Periodic review	Consolidated review and updated action matrix	At least biennially; mid-term in 2028

5. Capacity-building, training and awareness

At least once per calendar year, DIM shall provide an accessible structured session or online module on gender equality, unconscious bias, inclusive communication, fair recruitment and project allocation, work-life balance, bystander responsibilities, sexual harassment prevention and reporting channels. It must explicitly reach both decision-makers and persons participating in DIM activities. New project participants shall receive a concise induction before substantive work, or as early as feasible. Training may be delivered internally by competent persons or externally; agendas, materials, invitations and attendance/completion records shall be retained. The GEC shall collect anonymous feedback and adapt the next session.

6. Strategic objectives and thematic measures

6.1 Work-life balance and inclusive organisational culture

Objective: enable equitable participation in the Association's governance and projects regardless of caregiving responsibilities, working arrangements or other relevant barriers. Measures include advance meeting notice, accessible hybrid participation where feasible, realistic workload planning, transparent deadlines, clear expectations for volunteers and project workers, and proportionate flexibility compatible with project commitments. Project leads should avoid unnecessary after-hours requests and document accommodations only where necessary and lawful.

6.2 Gender balance in leadership and decision-making

Objective: identify barriers to participation and ensure transparent access to leadership and representation opportunities. The GEC will monitor aggregate composition of governing and project leadership roles annually. When opportunities arise, eligibility, selection criteria and time commitments shall be communicated transparently. The Plan does not impose automatic statutory quotas or modify election procedures established by the Statute.

6.3 Recruitment, engagement, progression and remuneration

Objective: fair access to employment (if any), contracts, volunteering, research roles, mentoring and professional visibility. Formal calls and selection processes shall use objective criteria, inclusive language and documented decisions proportionate to scale. Comparable assignments should have transparent remuneration principles consistent with role, responsibilities, experience, funding conditions and applicable law. Where project teams are formed without an open call, the project lead shall document the rationale. Opportunities for junior researchers and equitable authorship/credit should be reviewed annually.

6.4 Gender dimension in research, projects and public activities

Objective: integrate gender analysis where scientifically and substantively relevant, rather than inserting superficial references. At proposal and design stages, project leads shall ask whether gender shapes research questions, sampling, participation barriers, outcomes, ethical risks, dissemination or policy recommendations. The screening outcome shall be recorded, including a brief reason when not relevant. Research involving migration, displacement, poverty, labour markets and access to services should consider intersecting dimensions such as age, disability, migration status and socio-economic position where supported by evidence and ethical safeguards. Public events should seek inclusive speaker and participant representation and avoid tokenism.

6.5 Prevention of gender-based violence and sexual harassment

Objective: maintain safe, respectful participation in offices, meetings, online spaces, fieldwork, travel, interviews, conferences and volunteer activities. DIM prohibits sexual harassment, coercion, discriminatory abuse, retaliation and victimisation. Every active participant shall be informed of behavioural expectations and the reporting channels. Cases shall be addressed promptly and impartially, with safety and confidentiality prioritised, fair treatment of all parties, and referral to competent authorities or external services where appropriate.

7. Operational action plan 2026-2029

Deadlines below run from the actual adoption date unless a calendar date is stated. Status is updated only when evidence exists.

ID	Action	Lead	When	Evidence / KPI	Resources	Status
A01	Adopt, sign and publish GEP	CD / authorised representative	At adoption; website promptly	Decision; signed PDF; URL	Governance time	Completed
A02	Appoint GEC, substitute and allocate time	CD	Within 30 days	Appointment; TOR; work plan	≥24 h/year proposed	Completed
A03	Establish independent reporting contacts	CD + GEC	Before first new external activity	Named channels; secure access test	Internal/external capacity	Completed
A04	Create initial baseline and privacy note	GEC	Within 90 days	Restricted aggregate sheet; privacy notice	GEC time	Completed
A05	Issue conduct and onboarding guidance	GEC + project leads	Within 60 days; every project	Guidance; acknowledgements	GEC/project time	Completed
A06	Provide annual training for all relevant groups	GEC + qualified trainer	Annually, starting 2026/27	Agenda; materials; attendance	≥6 h/year proposed	Ongoing
A07	Review meeting and flexibility practices	GEC + project leads	Within 6 months; annually	Meeting protocol; feedback	Project time	Ongoing
A08	Review leadership participation	GEC + governing body	Annually	Aggregate role review; decisions	GEC time	Ongoing
A09	Use fair recruitment/contracting checklist	Project leads	Every formal selection	Criteria; documented decisions	Project time	Ongoing
A10	Screen gender relevance of proposals	Project leads	Every new DIM-led proposal	Completed screening sheet	≥2 h/project proposed	Ongoing

A11	Apply event inclusivity and safeguarding checks	Event/project leads	Each DIM-led event	Event checklist	Event resources	Ongoing
A12	Monitor reporting route and confidentiality	Independent contact + GEC (non-case data)	Annually; as cases arise	Channel test; anonymised statistics	Safeguarding expertise	Ongoing
A13	Produce annual internal monitoring note	GEC	Each year after baseline	Note; governing body review	GEC time	Planned
A14	Publish concise progress summary	GEC + governing body	Annually if privacy allows	Website update	Communications time	Planned
A15	Conduct mid-term effectiveness review	CD + GEC	2028	Review; revised targets	Review time	Planned
A16	Renew or replace GEP	CD	Before 31 Dec 2029	Approved successor GEP	Governance time	Planned

8. Reporting, complaints and safeguarding procedure

8.1 Accessible and independent reporting channels

DIM shall communicate a primary confidential reporting contact and a separate alternative impartial contact through its website or participant guidance. The alternative must be usable without involving the President or the GEC when either may be implicated. Generic project inboxes accessible to several people must not be used for confidential case details. Individuals may also approach competent public authorities or seek independent support; internal reporting is not a mandatory prerequisite to exercising legal rights.

8.2 Intake and immediate protection

A report may be made orally or in writing. The recipient will acknowledge receipt normally within five working days, record only necessary facts, explain confidentiality limits and available support, and promptly assess immediate safety risks. Interim measures may include separating participants, adjusting reporting lines, limiting contact or protecting access to activities, without presuming guilt or penalising a reporting person. Emergency situations are referred to appropriate services or authorities.

8.3 Conflict-of-interest screening and assessment

Before substantive review, the recipient shall document conflicts of interest. Anyone named in or materially connected to the allegations is excluded from case handling and relevant decisions. An impartial reviewer, internal only if genuinely independent and competent, will assess available information, give relevant parties a fair opportunity to respond, and maintain restricted records. The aim is to conclude an initial assessment within 30 calendar days where feasible; delays and reasons shall be documented. Informal mediation must never be required, particularly for sexual harassment allegations.

8.4 Outcome, follow-up and records

DIM will document findings, proportionate measures available within its legal and contractual authority, referrals and follow-up. Possible measures include warnings, adjustments to activities, exclusion from DIM-controlled events or termination of engagements where lawful. Retaliation is prohibited. Case files are restricted, retained according to a documented schedule and not included in general project folders. Annual monitoring may record only anonymised totals or “suppressed” when small numbers create identification risks. Confidentiality is subject to legal disclosure duties and safety needs.

8.5 Reporting-channel activation checklist

- Designate a primary confidential contact and an impartial alternative by written decision.
- Set up two separate secure email or equivalent contact routes with restricted access.
- Publish the routes and response expectations in participant guidance.
- Document conflict-of-interest substitution and external specialist escalation.
- Prepare restricted case log, privacy notice, retention and access protocol.
- Test both channels before communicating that they are operational.

9. Implementation verification and corrective action

A measure is recorded as completed only when its corresponding evidence exists. The GEC maintains an evidence register with document identifier, owner, date, access restriction and review date. At annual review, unmet targets are labelled “not achieved” or “not applicable”, with reasons and a corrective action. Significant safeguarding deficiencies are escalated without waiting for annual reporting. Changes to substantive policy commitments require approval by the competent body; minor administrative updates may be made by the GEC if authorised and logged.

10. Adoption, communication, publication and revision

This standalone GEP entered into force on 5 August 2026, supported by the minuted CD decision taken in accordance with Articles 16-18 of the registered Statute, considering that the decision treats it as an operational policy and does not purport to amend the ROF or statutory strategy reserved to the General Assembly under Article 15. The authorised representative shall authenticate and publish the approved version on the Association website, with a stable URL and actual date. No retroactive approval, signature or publication is asserted.

11. Horizon Europe compliance and evidence crosswalk

Requirement	GEP provision	Evidence to produce	Current state of implementation
Formal public GEP	Cover; §§2,10	Valid approval; signed PDF; direct website URL	Adopted and published
Dedicated resources and expertise	§§2-3	Appointments, TOR, time allocation, specialist competence	Commitment engaged; evidence
Data collection and monitoring	§4; §7	Baseline, restricted indicators, annual notes; biennial report	Initial baseline and privacy note created; reports pending
Training for personnel and decision-makers	§5; §7	Training plan, materials, invitations, attendance	First raining scheduled and evidenced (September 2026)
Work-life balance and culture	§6.1	Meeting/participation protocol; feedback	Planned
Leadership and decision-making	§6.2	Aggregate governance review	Planned
Recruitment and progression	§6.3	Selection and remuneration checklists	Planned
Gender dimension in research	§6.4	Proposal screening forms	Implementation started
Gender-based violence and harassment	§§6.5,8	Operational independent channels and procedure	Channels activated

Annex A. Decision of adoption (copy to be attached to the public GEP)

DOCUMENT No. 3 / 5 August 2026

The Board of Directors (Consiliul Director) of Asociația Centrul pentru Studiul Dezvoltării Internaționale și Migrației (DIM), convened and quorate under Articles 16-17 of the Statute, acting within its executive-management remit under Article 18(f)-(g), resolves:

(1) to adopt the standalone Gender Equality Plan 2026-2029 as an operational institutional policy, without modifying the Statute or the ROF;

(2) to designate Mrs. Roxana Consferenț as Gender Equality Coordinator and Mrs. Serena Frunzeanu as deputy;

(3) to establish the allocated resources: minimum annual allocation - 24 hours of institutional contribution, comprising 12 hours for GEP coordination, monitoring and reporting; 6 hours for gender equality awareness-raising and training; and 6 hours for institutional oversight and review. These contributions may be provided by designated Association members as

part of their institutional responsibilities, without implying an employment relationship or separate remuneration. Activities and time contributions will be documented in a simplified annual log;

(4) to appoint Mrs. Roxana Consferenț as primary confidential reporting contact and Mrs. Oana Dervis as an independent alternative, with a documented external escalation option;

(5) to instruct the GEC to establish the baseline, training plan and evidence register;

(6) to authorise publication of the approved GEP on the Association website;

(7) to review implementation annually.

Present: 3 of 3 CD members; votes: 3 for, 0 against, 0 abstentions.

Decision recorded in the CD minutes and signed by the persons authorised under the Statute.

Annex B. Terms of reference — Gender Equality Coordinator (copy to be attached to the public GEP)

Appointment: Mrs. Roxana Consferenț, GEC, in conformity with document no. 3 / 5 August 2026

Term: 5 August 2026 - 31 December 2029.

Reporting line: CD.

Approximate time allocation: 12 hours/year.

Duties: maintain action matrix, baseline, training calendar, evidence register and annual report; advise project leads; coordinate communication; ensure privacy by design; identify implementation gaps. Limits: no unilateral power to amend the Statute, decide serious disciplinary outcomes or investigate cases involving a conflict of interest.

Substitute: Mrs. Serena Frunzeanu.

Specialist support: Internal expertise available among DIM Association members, supplemented, where necessary, by external specialists in gender equality, anti-discrimination, safeguarding or relevant legal matters, subject to available resources and the nature of the issue.

Annex C. Project gender-relevance screening form (model to be attached to the public GEP)

Question	Response / notes
Project title and lead	[●]
Are sex/gender-related differences relevant to needs, access or outcomes?	Yes / No / Uncertain; justification
Are intersecting factors relevant (migration status, age, disability, etc.)?	[●]
Are recruitment and participation arrangements inclusive and safe?	[●]
Are disaggregated indicators appropriate, lawful and feasible?	[●]
Are gender-related ethical or safeguarding risks identified?	[●]
How will gender findings affect analysis or dissemination?	[●]
If not relevant, brief methodological explanation	[●]
Completed by / date / reviewer	[●]

Annex D. Recruitment, volunteering and contracting checklist (model to be attached to the public GEP)

- Define role, deliverables, time requirements and eligibility criteria in advance.
- Use inclusive, neutral wording and accessible dissemination where appropriate.
- Apply job-related, documented selection criteria; record reasons proportionately.
- Review comparable remuneration or reimbursement arrangements for fairness.
- Communicate code of conduct, reporting contacts and relevant accessibility provisions.
- Record conflicts of interest, decisions and data retention period.

Annex E. Annual monitoring note template

Section	Minimum content
Reporting period	December (each year)
Governance and staffing snapshot	Aggregate counts; lawful disaggregation; privacy suppression
Project activities	Projects screened; selections reviewed; events checked
Training	Dates, topics, target groups and aggregate participation
Safeguarding system	Whether channels operational; anonymised trends only
Progress against actions	Completed / in progress / delayed / not applicable, with evidence
Resources	Actual staff time and permitted costs
Corrective actions	Owner, deadline, approval status
Approval / publication	GEC preparation; governing body review; public summary if safe

Annex F. Implementation evidence register template

Record ID	Evidence type	Owner	Date	Location / access	Status
E01	GEP adoption decision	CD/Secretary General	5 August 2026	Restricted governance archive	Completed
E02	Signed GEP / public URL	GEC	October 2026	Website / archive	Completed
E03	GEC and alternative appointment	CD/Secretary General	5 August 2026	Governance archive	Completed
E04	Baseline / privacy notice	GEC	September 2026	Restricted register	Completed
E05	Training programme and attendance	GEC	-	Restricted programme folder	Pending
E06	Annual review and action log	GEC	-	Governance archive	Pending