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ADVID

Cluster da Vinha e do Vinho
Vine and Wine Cluster

COLAB
VINES & WINES

Gender Equality Plan 2022-2023



Monitoring Committee (CIA-PAIG) - January 2022



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1) Introduction

a) Context

“Gender equality is a core value of the EU, a fundamental right and key principle of the European Pillar of Social Rights. It reflects who we are. It is also an essential condition for an innovative, competitive, and thriving European economy.”

"Charter of Fundamental Rights of the European Union", excerpt from the COMMUNICATION FROM THE COMMISSION TO THE EUROPEAN PARLIAMENT, THE COUNCIL, THE EUROPEAN ECONOMIC AND SOCIAL COMMITTEE AND THE COMMITTEE OF THE REGIONS in the framework of the Gender Equality Strategy 2020-2025.

In accordance with the guidelines of the Universal Declaration of Human Rights, the Treaty of the European Union, the European Pact for Gender Equality, and the provisions of the Constitution of the Portuguese Republic (art. 13) and the Labour Code (art. 23 to 65), gender equality is a human right essential for the development of society and for the full participation in society of men and women as persons.

In recent years, this right, which has been achieving prominence and relevance in the leading international organizations, just as in Portugal, has become increasingly important, particularly in the growing awareness of organizations for the pressing need to adopt and implement measures to combat gender discrimination.

The development of national and European public policies related to gender equality matters has led to a new perspective on the conditions that allow and facilitate the conciliation of professional activity with family and personal life. Despite the verified evolution, resulting from the involvement and commitment of companies and their leaders, asymmetries are still identified and must be corrected.

Bearing in mind the importance of gender equality and as a way of demonstrating the commitment of the Association for the Development of Viticulture in the Douro Region recognized as the Vine and Wine CoLAB (hereby referred to as ADVID/CoLAB Vines and Wines), ADVID/CoLAB Vines and Wines presents its Gender Equality Plan for the years 2022-2023, to achieve effective equal treatment and opportunities for all genders, thus promoting non-discrimination based on gender.

At the European level, Article 8 of the Treaty on the Functioning of the European Union states that "in all its activities, the Union shall aim to eliminate inequalities, and to promote equality, between men and women".

The **Gender Equality Strategy 2020-2025** presents strategic objectives and policy actions aimed at substantially accelerating progress in gender equality by 2025. The main goal is to achieve a Union where women and men, girls and boys are equal and free to follow the life path they have chosen and have equal access to opportunities. The strategy uses a dual approach, combining gender mainstreaming with other specific actions, and intersectionality is a cross-cutting principle for its implementation. The core principles for this strategy are:

- ending gender-based violence;
- combating gender stereotypes;
- bridging gender gaps in the labour market;
- ensuring equal participation in different sectors of the economy
- closing the gender pay and pension gap;
- closing the care gap;
- achieving gender balance in decision-making and politics.

The recently signed **Declaration for Gender Equality in Research and Innovation** under the Slovenian Presidency of the Council of the EU reinforces that *"achieving gender equality is one of the core shared values of the new **European Research Area (ERA)**. The fight against gender inequalities is supported by the parties signing the Ljubljana Declaration to ensure that research and innovation (R&I) policies at all levels (European, national and regional) are fair and inclusive in the broadest sense through open and transparent participation of all stakeholders.*

*We reiterate the importance of gender equality objectives, including gender equality in research careers, gender balance in decision-making processes, and gender mainstreaming in research and innovation content. We recognize gender equality as a vehicle for optimal and sustainable research and technology systems. Therefore, it is crucial to ensure that gender equality and inclusion play prominent roles in the **European R&I Pact**, as well as in its links with other European initiatives in different contexts: higher education, innovation ecosystems, international cooperation and policy cohesion funds".*

At the national level, several legal instruments for gender equality have been approved over the years, with the increasing scope of application and mandatory nature (although limited to the corporate sector of the Government), followed by the development of recommendations for the private sector within the scope of social responsibility, as well as the dissemination of good practices and awards for Equality. Law No. 62/2017, in force since January 1, 2018, establishes a system of balanced representation between men and women in the management and supervisory bodies of entities in the public business sector and listed companies.

This need has been reinforced by the fact that **the European Commission - as part of the funding allocated through the Horizon Europe program - requires R&D institutions to implement a Gender Equality Plan in order to be eligible for funding mechanisms.**

At ADVID/CoLAB Vines and Wines, the Board of Directors (BD) has long been committed to ensuring gender equality to promote equal opportunities for all its employees in the pursuit of their professional ambitions, well-being, and work-life balance.

Considering its small size, the Association for the Development of Viticulture in the Douro Region (ADVID)/CoLAB Vines and Wines has set up a Committee for the Implementation and Monitoring of the Action Plan for Gender Equality (CIA-PAIG) coordinated by the General Director (Rosa Amador) with the support of the Directors of the Technical Services Department (Luís Marcos), of the Competitiveness Department of CoLAB Vines and Wines (Catarina Barbosa) and of the Sustainability Department of CoLAB Vines and Wines (Nelson Machado).

Based on the Commission's Proposal, the BD has approved this ADVID/ CoLAB Vines and Wines 2022-2023 Gender Equality Plan, which translates into a commitment establishing specific measures focused on the gender dimension, which will be continuously monitored.

b) Principles and Goals

In line with the EU Strategy for Gender Equality 2020-2025 and the Ljubljana Declaration for Gender Equality in Research and Innovation, the BD ensures the commitment of ADVID/CoLAB Vines and Wines to the following objectives:

- promote gender equality;
- promote gender balance in decision-making positions;
- improve awareness and training on gender issues throughout the organization;
- promote work-life balance;
- prevent and combat gender-based violence and harassment.

2) ADVID/CoLAB Vines and Wines Description

a) Mission

ADVID is an Association established in 1982, with the mission of promoting the Sustainable Development of Douro Region Vitiviniculture, which has been to the National level since 2016, seeking to sustain its action on fundamental values:

- A culture of identity, discipline and commitment;
- Flexible, cohesive and enthusiastic team;
- The sharing of information and knowledge;
- Creativity and innovation;
- The primacy of the Associate;
- The search for excellence.

In 2018, ADVID was given the recognition of CoLAB Vines and Wines, which will create and foster Research, Development, and Innovation (R&D&I) activities, with the aim of promoting the sustainability and ensuring the competitiveness of the wine sector, in cooperation with Business Associates and the Scientific and Technological System, in the areas identified in the Action Plan, which was the basis for its recognition:

1. Competitiveness

- 1.1 Markets and Consumers;
- 1.2 Genetic resources to increase the competitiveness of wines;
- 1.3 Territorial aspects of competitiveness.

2. Sustainability

- 2.1 Soil, climate and water;
- 2.2 Genomics for Sustainability
- 2.3 Economic Sustainability.

And within these, primacy will be given to those listed as priorities by the **Strategic Council of the CoLAB Vines and Wines**:

- Precision Viticulture: Sensorization, Robotization/Mechanization of viticultural processes (machines adapted to slope viticulture);

- Combat the shortage of labour, through mechanization, accompanied by complementary actions, legal policies to be negotiated and implemented to promote the attractiveness and settlement of active population in rural areas;
- Increased profitability of the Wine Farms;
- Increased productivity (Kg/ha);
- Decrease in costs;
- Increase in the price of grapes;
- Efficient management of water resources;
- Detect and combat vine diseases and reduce the use of phytopharmaceuticals (alternatives to herbicides and fungicides).

ADVID, as the **Managing Entity of the Vine and Wine Cluster** - a platform that gathers knowledge and skills, plays a decisive role in supporting winegrowing companies by diagnosing their difficulties on the field and providing the responsible bodies with essential data for the preparation and implementation of effective policies that benefit the growth of companies in the sector.

It is worth noting that for 2022, under the partnership established with the Ministry of Economy and Digital Transition - "**Sectorial Pact for the Competitiveness and Internationalization of the Wine Sector**" - there will be actions developed in five key areas, namely, Internationalization and Attraction of Foreign Direct Investment, Training and Reinforcement of Human Capital as a Sustainability Factor, Promotion of R&D and Innovation, Sustainability of the Wine Sector and the Underlying Territories, and Reduction of Context Costs. Its implementation requires the mobilization of the various actors relevant to the wine sector, both public and private, with emphasis on governmental bodies such as the Economy and Digital Transition, Foreign Affairs, Labour, Solidarity and Social Security, and Agriculture.

b) Vision

ADVID's vision is "to be an aggregating unit, promoting cooperation and networking among companies and other relevant players in the development of the sector, and to be recognized as a reference platform for the sustainable development of vitiviniculture, for its ability to transfer knowledge and identify the problems of National Vitiviniculture".

Our **strategic goals** are:

- To increase the associative base;
- To promote and increase investment in R&D and Innovation;

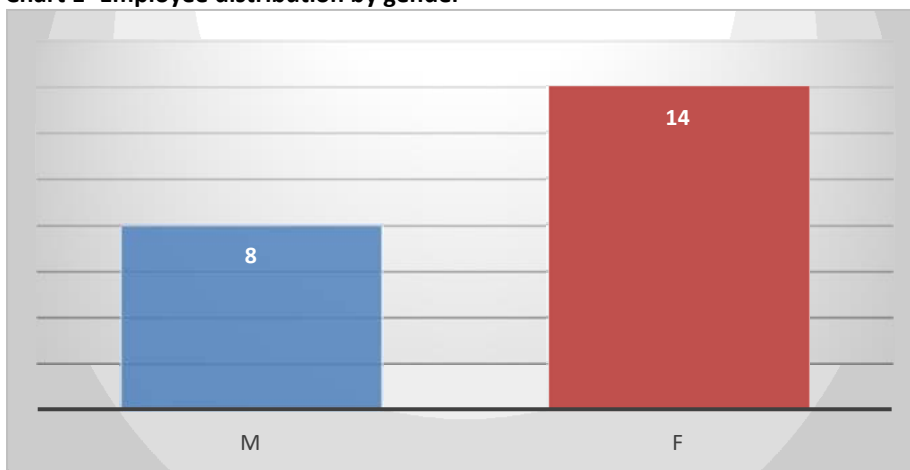
- To increase the level of technical and economic competence of the sector;
- To optimize the dissemination of knowledge;
- To attract private investment by promoting tools available to investors, which allow them to verify the best investment;
- To obtain public funding;
- To create support services for companies based on the needs of the sector.

c) Personnel indicators

To achieve its mission, ADVID/CoLAB Vines and Wines currently has a staff of 22 employees and 5 non-executive members of the Board of Directors.

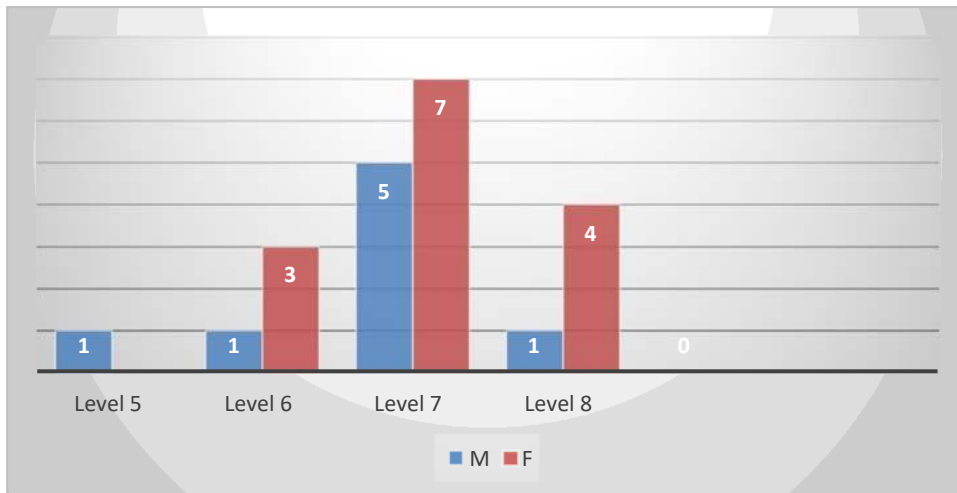
Some indicators relating to the situation of male and female workers at ADVID/CoLAB Vines and Wines are presented below, allowing the characterisation of the status of men and women in the organisation up to January of 2022.

Chart 1- Employee distribution by gender



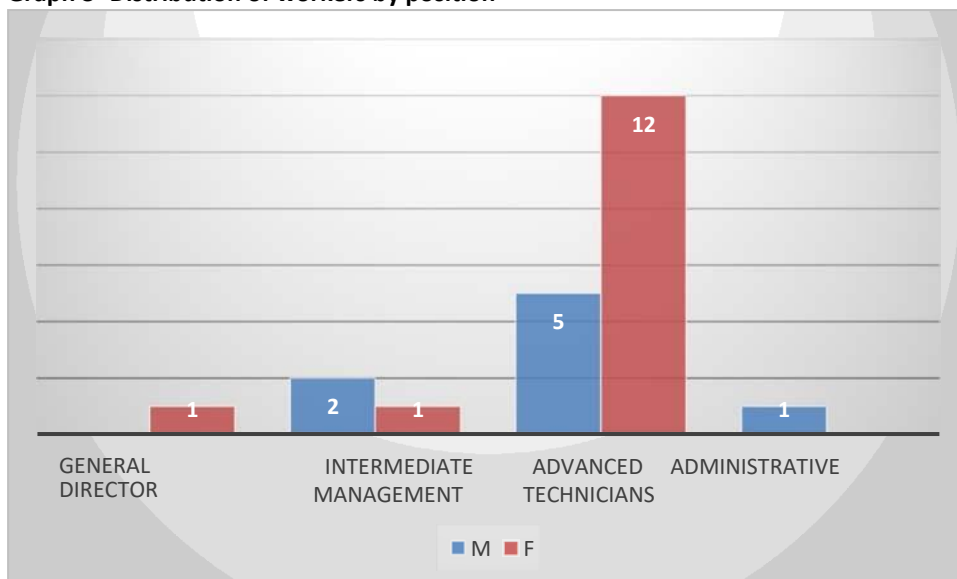
This chart shows us that there are 8 men and 14 women working at ADVID/CoLAB Vines and Wines (36% men; 64% women).

Chart 2- Distribution of employees by level of education



According to the above graph, we can confirm that the education level of women is higher.

Graph 3- Distribution of workers by position



Concerning management positions, particularly in Senior and Middle Management, there is gender parity, with 50% male and 50% female managers.

In the universe of ADVID employees, the female gender dominates (64%) versus 36% of men. Women have a higher level of qualification and are equal in leadership positions, occupying only one mid-management position, but, in contrast, they occupy the only senior management position.

3) Diagnosis of Implemented Practices that Favour Gender Equality

ADVID/CoLAB Vines and Wines has long incorporated into its management practices and actions that contribute to ensuring that gender equality is a reality within the organisation in its various fields. Therefore, an assessment of the practices of ADVID/CoLAB Vines and Wines was carried out, in line with the EU Gender Equality Strategy 2020-2025 and the Ljubljana Declaration for Gender Equality in Research and Innovation, and taking into account the "Diagnostic Support Matrix" provided by CITE - Commission for Equality in Labour and Employment, in the Guide for the preparation of Equality Plans.

The different dimensions evaluated for a better understanding of the referential and practices of the entity are presented below:

a) Strategy, mission and values

ADVID considers the principle of gender equality to be an intrinsic condition for carrying out its activities. It does not use discriminatory language or stereotypical or sexist images on its website or social networks. Agricultural activity and respective research, which is predominantly male, is carried out by mostly women at ADVID/CoLAB Vines and Wines, who were selected for their skills and training to achieve the objectives of this Association.

b) Equality in access to employment

ADVID/CoLAB Vines and Wines complies with legal and regulatory requirements in the conception of the R&S announcements while upholding the principle of equality and non-discrimination based on gender in access to employment. The people subjected to the R&S processes received information about the position, value, and remuneration periodicity. During the trial period, ADVID/CoLAB Vines and Wines ensured that the period of effective performance of the contract is respected to assess the interest of its continuation, guaranteeing health and safety conditions in the workplace.

c) Initial and continuous training

When elaborating its training plans, ADVID/CoLAB Vines and Wines encourages equal opportunities

between male and female workers regarding access to training, and actions are available to all interested parties. ADVID also meets the expectations and motivations of its male and female workers by increasing knowledge and developing skills. In this regard, ADVID has financially supported additional training that enables all male and female workers to take advantage of higher education (master's and doctoral degrees) whenever the knowledge acquired or generated by obtaining these degrees is relevant to improve the worker in the context of the duties performed. As far as the start of work is concerned, new workers receive the necessary information/training on regulations, internal rules, access, equipment, tools, and platforms, so that they can use them effectively and efficiently.

d) Equal working conditions

The salaries are proposed exclusively based on skills and training, and gender is not considered in any way when setting contractual wages.

Wage progressions are based on the assumed performance and responsibilities, designed to promote the principle of equality without any gender discrimination. The Career Plan follows these general guidelines:

- a) Recognition of the employees' merit and potential;
- b) Equal opportunities, avoiding discrimination in any form, encouraging professional development, valuing the skills and experience of employees;
- c) Alignment between the goals and expectations of employees and the strategic guidelines and objectives of ADVID/CoLAB Vines and Wines.

Performance evaluation is implemented under objective criteria common to both women and men to exclude all gender-based discrimination and/or any penalties arising from family responsibilities. Also, skills and performance are recognized equally for women and men.

e) Parenthood protection

ADVID/CoLAB Vines and Wines considers and treats the exercise of maternity and paternity rights equally by males and females, respecting leave/absence from work in the various situations provided for by law. In the scope of the protection of workers with children up to 3 years of age, the possibility of working from home is granted, as well as flexible working hours and the possibility of

working continuous hours for workers with children up to 12 years of age, whatever their gender, and by free choice.

f) Professional, family and personal life conciliation

ADVID/CoLAB Vines and Wines grants periods of absence to care for children and household members, under the terms provided by law, regardless of the gender of the employee. ADVID/CoLAB Vines and Wines also grants the possibility of flexible working hours on its initiative to all its male and female workers, and it has also been the practice to approve remote working for male and female workers who request it, to conciliate professional, family and personal life. Employees are also granted time off from work on their birthdays.

Regardless of marital status or family situation, the best compromise is always sought when it comes to scheduling vacation periods, so that, without affecting the normal course of work activities, male and female employees can reconcile these periods with those of their spouses, family life, or their personal interests.

Whenever possible, training schedules are organized during normal working hours, so that all employees can take advantage of the time outside working hours.

Health insurance is provided to both male and female employees.

At Christmas each employee is offered a basket of Port Wine, Still Wine, and Olive Oil.

Also, in the context of reconciling professional-personal life, ADVID/CoLAB Vines and Wines allows male and female employees to accompany their children on duty, whenever needed.

g) Prevention of harassment at the workplace

ADVID/CoLAB Vines and Wines favours an organizational culture based on ethical values and rules of conduct of non-discrimination, whatever it may be, and non-tolerance of the practice of any kind of harassment or acts of intimidation, and, therefore, compliance with respect for the dignity of women and men in the workplace is a priority.

4) Measures to be Implemented to Promote Gender Equality

According to the diagnosis, it is considered that some additional measures/actions should be implemented, some new ones should be adopted (N) and others should be taken only as reinforcement (R) of practices already in place.

DIMENSION: Strategy, Mission and Values

AXIS	Actions	Type (New: N or Reinforce- ment: R)	Actions	Responsible / Focal Point	Departments/ Units involved	Indicators	Goals
Strategy, Mission and Values	To ensure information to male and female workers about rights and duties in the area of equality and non-discrimination	R	Disseminate, in an appropriate and accessible place, information regarding the rights and duties of employees in terms of equality and non-discrimination on the basis of gender	Communication Department	Communication Department	Evidence of Implementation	By the end of the first semester 2022
	To ensure the implementation of the GE Plan, its monitoring, follow-up and sustainability	N	Define and monitor strategic KPI for gender equality	General Management	All Departments	Evidence of KPI definition and follow-up	<i>KPIs defined and monitored during the reporting year</i>
	To raise awareness among male and female workers about the importance of GE	N	Make the GE Plan known to male and female workers	Communication Department	All Departments	Evidence of sharing the Plan with the whole team Express the GE principle in the Code of Ethics and Conduct	By the end of the first semester 2022
		N	Organize an initiative with the entire GE Promotion Team	Communication Department	All Departments	Evidence of the initiative's realization	Initiative carried out during 2022
	To publicly assume, internally and externally, ADVID's commitment to promoting the GE	N	Make the GE Plan known to the outside world	General Management and Communication Department	Board of Directors, Human Resources, Communication Department	Evidence of inclusion of the GE Plan on the ADVID website	By the end of the first semester 2022
		N	Systematically draft strategic documents, such as the business plan, rules and regulations, so that they contain inclusive language and present the data on human resources with a gender breakdown	General Management and Communication Department	All Departments	Systematic revision of the texts of all regulations and strategic documents	All texts produced during 2022 and 2023



DIMENSION: Equality in Access to Employment

AXIS	Actions	Type (New: N or Reinforce- ment: R)	Actions	Responsible / Focal Point	Departments/ Units involved	Indicators	goals
Equal Access to Employment	To ensure a R&S process consistent with the principles of non-discrimination between men and women	N	Develop internal guidelines to ensure, whenever possible, equity in gender representation in the selection teams	General Management and Communication Department	All Departments	Incorporate norm in the Recruitment and Selection procedure	By the end of 1st semester 2023
		R	Inclusion in the procedure of recommendations for the R&S teams to present to the Management/CA a shortlist of candidates balanced in terms of gender representation and, ideally, with more candidates of the least representative gender in the position in question in the function in question, as long as there are candidates with appropriate qualifications	General Management and Communication Department	All Departments	Shortlist of evidence according to recommendations	Internal procedure put in place during 2023

DIMENSION: Initial and further training

Axis	Actions	Type (New: N or Reinforcement: R)	Actions	Responsible / Focal Point	Departments/ Units involved	Indicators	Goals
Initial and Continuous Training	Ensure that the training plan promotes GE	N	Include in the training plan GE themes that allow the sensitization of the entire Team	General Management and Communication Department	All Departments	Evidence of GE-promoting content in training programs and materials	By the end of 2022
	Ensure that Leadership training incorporates GE	N	Include training modules that allow for the increase of management skills for GE, namely at times of performance evaluation, salary review, and career progression, contributing to avoid unconscious biases in these occasions	Communication Department	All Departments	Evidence of GE promoting modules	By the end of 2023

DIMENSION: Parenthood Protection

AXIS	Actions	Type (New: N or Reinforcement: R)	Actions	Responsible / Focal Point	Departments/Units involved	Indicators	Goals
Parenthood Protection	To protect and promote parenting policies	R	Support the return of male and female workers who have been absent for long periods of time due to parental duties and ensure their reintegration into the team, facilitating access to training, if necessary	General Management and Communication Department	All Departments	Follow-up register	By the end of 2022

DIMENSION: Professional, Family and Personal Life Conciliation

AXIS	Actions	Type (New: N or Reinforcement: R)	Actions	Responsible / Focal Point	Departments/Units involved	Indicators	Goals
Professional, Family and Personal Life Conciliation	To promote the conciliation of professional, family and personal life of male and female workers	N	Question male and female workers, with a view to identify and implement other measures that help in reconciling professional life with family and personal life	General Management and Communication Department	All Departments	Shortlist with initiatives for Management analysis	By the end of 2022

DIMENSION: Prevention of Harassment at Work

AXIS	Actions	Type (New: N or Reinforcement: R)	Actions	Responsible / Focal Point	Departments/Units involved	Indicators	Goals
Prevention of Harassment at Work	To prevent and fight harassment at work	R	Active promotion of the culture and practices to combat harassment, discrimination, or intimidation by holding a training and/or awareness session, or by disseminating documents on the topic of general interest	General Management and Communication Department	All Departments	Evidence of holding a training and/or awareness-raising session, or disclosing documents	Session held or documents shared and available on the intranet in the course of 2023

5) Plan Monitoring / Evaluation

The continuous monitoring and evaluation of the Plan are fundamental in its implementation process, allowing the assessment of the progress achieved and, if necessary, adjusting it.

This work will be carried out by the Monitoring Commission that was created for this purpose, being constituted in accordance with an equitable gender representation and incorporating elements from different areas and that will be responsible for collecting and analysing data, with the objective of monitoring the indicators of progress associated with each of the measures that make up this Plan, proposing corrective measures as soon as any situation that justifies it is identified.

This group must be formed and meet in person in the 1st quarter of 2022, on a date to be defined, to further analyse the various indicators defined in the Plan for each of the measures, and to identify any needs for adjustments in the event of deviations or aspects of improvement.

This working group will produce a report that will allow demonstrating the monitoring of the Plan's implementation status, where deviations and adjustments will also be identified in order to achieve the objectives assumed within the scope of the GE in 2022.

Vila Real, January 7, 2022