



EMA Gender Equality Plan 2025-2030

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1. Introduction

The European Medicines Agency (EMA) interacts with many different stakeholders involved in the development of medicinal products, including academic researchers. In recent years, EMA has collaborated more closely with academia, by taking part in external research projects such as those set up under the Horizon Europe programme, and the Innovative Medicines Initiative (IMI) . These research projects are coordinated by academic institutions and address issues which are of relevance to the field of regulatory science. EMA's engagement in external research projects benefits the consortia conducting them and supports the Agency's mission to foster scientific excellence and advance regulatory science.

Horizon Europe is the key research and innovation programme of the Union and EMA continues to seek involvement as a partner in selected pre-competitive research projects funded by Partnerships (e.g. Innovative Health Initiative (IHI)) or through work programme calls. EMA's involvement is based on EMA's [published guidance](#) and an internal EMA manual.

The European Commission (EC) has stipulated that public organisations must have a gender equality plan (GEP) to be eligible for Horizon Europe funding. The requirement is part of the plans drawn up by the EC to actively promote [Gender equality in the European Research area](#) as part of the EC [Gender equality strategy 2020-2025](#).

EMA already has commitments and actions in place targeting and addressing gender equality, which can be considered as equivalent to the requirements of a GEP, however this is the first time all elements are brought together in a formal plan. This EMA Gender Equality Plan has been developed to reinforce our dedication to promote equality, diversity and inclusion. In this plan, the resources, data collection, monitoring, training and capacity as well as other interventions are described in detail, based on the mandatory and recommended thematic areas that the EC requires.

2. Commitment

As an employer, EMA is committed to promoting equality, diversity and inclusion within its staff, its workplace, and across its stakeholders globally. In 2022, EMA signed the Diversity and Inclusion (D&I) charter, which ensures that all EMA staff benefit from equal treatment and opportunities. The D&I charter emerged as a key priority within the broader EMA HR Strategy, recognising diversity as a crucial source of innovation, and aligning with EMA's core value statement to embrace diversity and treat everyone with fairness, respect and solidarity.

Drawing on the current efforts of the EMA D&I working group, with this GEP, the Agency outlines all its efforts, measures and actions to improve D&I in the organisation with a focus on the gender dimension. This GEP should therefore be understood as a building block within the broader D&I charter.

This GEP is signed by the Executive Director, with the support of the Executive Board and following consultation with the Staff Committee.

To conclude, EMA is committed to, and we will continue to invest in, measures to achieve progress in gender equality.

3. Dedicated resources and expertise

Mandatory Horizon Europe criteria requires that the GEP has dedicated resources and expertise in gender equality to implement the plan. Resources are needed for developing and leading the plan, including data collection, monitoring and staff training, as well as to support specific measures. This section highlights how the Agency meets this requirement.

3.1. D&I Working Group

The Agency set up a [Diversity and Inclusion Working Group \(D&I WG\)](#) in 2022 to lead on promoting awareness of D&I topics across the Agency and implementing the measures dedicated to the active promotion of the 'EMA charter on diversity and inclusion'. The working group aims to enable every staff member to reach their full potential, and in particular, those who may face systemic barriers or discrimination.

The D&I working group is tasked to develop, implement and report on an action plan with specific goals and measures to improve D&I aspects within the Agency. There is an annual work programme, and their activities further contribute to the GEP.

The core members of the D&I Working Group were nominated based on their role at the Agency or by the respective divisions or task forces. Its membership currently includes the Head of the Staff Relations and Support department as Chair and a member of the Staff Committee as Co-chair. There are representatives from each division or task force and up to three D&I ambassadors, who are selected following a call for expression of interest organised every two years.

The core members of the D&I Working Group meet once every two months and at least once a year a general meeting is held for all core members and D&I allies.

3.2. 'Diversity and inclusion at EMA' Viva Engage community

In December 2022, the Agency created a dedicated 'Diversity and Inclusion at EMA community', in Viva Engage (an enterprise social-media platform, used at EMA for both social and work-related exchanges between colleagues), which all colleagues are welcome to use to promote D&I topics, share information, ask questions and engage in cross-Agency exchanges about 'all things (and people) D&I'.

3.3. Women's support network (WSN)

The WSN is a safe network for women and their allies at EMA and across the EU Agencies Network (EUAN). It was successfully established in March 2023 under the EUAN and EMA Working Group on D&I. It is led by EMA and sponsored by EMA's Executive Director.

While women form the majority of EMA's workforce, less than half of managerial and leadership positions at the Agency are held by women. The mission of the WSN is to create a forum to discuss opportunities for women in leadership, to support women who are, or would like to become leaders, regardless of the hierarchy, and to celebrate their successes together.

3.4. Mentoring programme

The Agency has a mentoring programme in place, with currently 61 mentors, of whom 33 are female, and 15 hold managerial positions. There are 6 male mentors holding managerial positions. In addition to contributing to job satisfaction and increased engagement, our mentors contribute to succession planning, thereby facilitating the in-house cultivation of leadership competencies.

3.5. Other services in Administration and Corporate Management Division

The implementation of this GEP is only possible with the support of other services that are already at the core of embedding equal opportunities in the organisation and support further measures. These include the HR Rules, Procedures and partnerships service for the provision of expert advice on procedural or legal aspects; the Talent Acquisition service for selection and recruitment; the Talent Development service for the provision of training opportunities and career development; the Strategic planning and budget service for data collection and monitoring; Internal communications team to help promote the Agency values and organisational culture and the Health team within the Staff Matters Service to promote work-life balance and wellbeing in the Agency.

3.6. Staff Committee

The Staff Committee (SC) can bring matters related to gender balance to the attention of the D&I working group or to the Executive Director. The SC plays an active role together with the Joint Committee in the monitoring of gender balance during the annual reclassification exercise and highlights areas of improvement to the Executive Director. The SC opinion, including reclassification statistics on gender balance are published on the dedicated intranet page of the SC on reclassification, providing information to all staff.

4. Data Collection and monitoring

EMA collects and monitors data such as gender and nationality distribution of staff in many areas, including:

- Managerial roles;
- Across pay grades and contract types;
- Reclassification;
- Recruitment applications.

EMA's annual report publishes gender-disaggregated data summarised across all types of contract, including national experts and trainees:

	Man	Woman	Total
Temporary Agent	260	435	695
Contract Agent	51	170	221
National Expert	27	26	53
Trainee	8	36	44
Total	346	667	1013
	34,2%	66%	100%

(Data at 31.12.2024 – Strategic Planning and Budget)

The agency also collects and publishes gender-dissagregated data by contract type of statutory staff:

		Temporary Agents		Contract Agents		Grand Total	
		Staff	%	Staff	%	Staff	%
Woman	Administrator level	239	34%	87	39%	326	36%
	Assistant level (AST & AST/SC)	196	28%	83	38%	279	30%
	Total	435	63%	170	77%	605	66%
Man	Administrator level	225	32%	35	16%	260	28%
	Assistant level (AST & AST/SC)	35	5%	16	7%	51	6%
	Total	260	37%	51	23%	311	34%
Grand Total		695	100%	221	100%	916	100%

(Data at 31.12.2024 – Strategic Planning and Budget)

In addition, the Agency also collects and publishes statistics on gender specific to managerial levels:

Job title	Male	Female	Grand total
Executive Director		1	1
Head of Department	9	9	18
Head of Division/Task Force	6	2	8
Head of Office/Service/workstream	40	32	72
Grand total	55	44	99
	56%	44%	100%

(Data at 31.12.2024 – Strategic Planning and Budget)

Analyses of indicators including female/male data are conducted internally and considered by senior management on a regular basis. As a specific action of this GEP, the findings of gender disaggregated data will be used to inform the D&I WG for their consideration and inclusion on their annual work programme of any relevant specific initiatives to improve gender balance.

The Agency also carries out a staff engagement survey every two years. Following a thorough analysis of the results, improvement actions are agreed with the senior management and the Staff Committee. The results include an overview by gender in each dimension covered by the survey. The last survey took place in 2023 with a 73% response rate and included elements on diversity and respect, with favorable results on this topic. Most staff showed appreciation of the multicultural environment in which EMA operates, often highlighting how their everyday learning and cultural interchange are facilitated by the variety of perspectives offered by their diverse and multinational colleagues. The next Staff Engagement Survey will take place in 2025 and will include specific D&I questions including gender aspects.

In 2025, the Agency will also carry out its first report on the ratio of teleworking and working at the office, with special focus on the use of teleworking per gender. Where relevant, EMA will analyse the options to encourage the equal use of teleworking by men and women. The EMA Joint Committee is also tasked with monitoring the implementation of the Agency’s rules on hybrid working and will issue recommendations to the Executive Director if inconsistencies and/or unequal treatment in the implementation of the rules is detected.

In 2026, the Agency will carry out an exercise to monitor statistics to determine whether new mothers or fathers experience slower career progression, compared to those without children or with older children, due to career interruptions such as maternity leave, parental leave or extended part-time work. Should this be the case, the Agency will consider measures such as specific development support following their return from long-term absence.

Of note, The Horizon Europe GEP guidelines refer to the [gender glossary and thesaurus](#) for definitions provided by the European Institute for Gender Equality (EIGE). This glossary defines gender as “*social attributes and opportunities associated with being female and male and to the relationships between women and men and boys and girls, as well as to the relations between women and those between men.*” Sex refers to “*the biological characteristics that define humans as female or male*”.

For data collection and monitoring, it should be noted that the Agency currently relies on the sex registration in passports (entered in a gender field in the current HR database).

The Agency’s future HR database, to be implemented in 2026, will include, in addition to the biological sex field, an additional inclusive option in a separate gender field (man, woman, non-binary, prefer not to say), which will be in alignment with Commission practice. Salutations will no longer be captured in the system and therefore will not appear in future correspondence.

5. Training and awareness

The Agency offers a broad selection of training activities with regards to equality, D&I via its learning catalogue, the EU Learn learning portal (e.g. unconscious bias, fighting gender bias at work) and other interventions such as experts talks. In addition, other development opportunities are offered to all staff for career development such as the mentoring programme or a shadowing programme and a specific Diversity and inclusion learning journey.

The D&I learning journey is one action from the D&I working group and includes a list of learning recommendations including videos, training courses, books and articles on this topic. An additional action of the D&I working group includes the promotion of courses on mitigating unconscious bias.

The mandatory training for all new managers includes topics such as interviewing skills and a D&I toolkit. Furthermore, during their induction training, all managers (including existing managers who wish to attend this session) will be further encouraged to follow training on the topic of equality, D&I.

In 2024, the Agency introduced a new training course on cultural awareness with a (fully booked) pilot programme. The course is available to all staff and managers regularly as of 2025.

Finally, to raise further awareness, the Agency has the objective of introducing mandatory training on the topic of unconscious bias or other gender sensitive topics for all existing staff and managers. Such courses will also be included as part of the mandatory training package for all newcomers as of 2025.

6. Gender equality in recruitment and career progression

6.1. Recruitment

EMA is an equal opportunities employer and does not discriminate against anyone because of sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation.

Regarding the Agency’s overall staff, which has a 65% majority of women, the Agency recognises the challenge of achieving gender balance with obligations to conduct selection procedures under the

applicable rules, and the need for a more inclusive approach also in terms of non-binary genders. The Agency is seeking further advice from the DG HR regarding compliance aspects.

Increasing the attractiveness of EMA for under-represented candidates representing diversity groups is one of the desired outputs of this GEP. The Agency achieves this by specific actions such as:

- Removing implicit bias from the entire recruitment and selection process (all staff in selection panels undergo training on interviewing skills. This will be further enhanced with the introduction of mandatory training on unconscious bias and gender sensitive topics in 2025);
- Ensuring an inclusive recruitment by using inclusive language in its career portal. In addition, the Agency is investigating a technical solution to enhance inclusive language and remove bias from its vacancy notices.
- As part of the enhanced Employer Branding strategy, the Agency has also improved its careers website to highlight D&I initiatives. This includes showcasing a positive working environment, statistics, initiatives, and testimonials to attract potential diverse candidates.
- Making the recruitment process structured and therefore as objective as possible (all selection panels include a member of the Staff Committee to ensure equal and fair treatment of all candidates and that the procedures are correctly followed);
- EMA has a reasonable accommodation procedure in place to strengthen its commitment to promoting an inclusive and accessible work environment to all staff and candidates. The Agency strives to be as inclusive and accessible as possible in terms of facilities, roles, digital accessibility, and the physical environment.
- More importantly, efforts are being made to increase potential female candidates for managerial positions. The Agency led and awarded a framework contract for an inter-agency tender on sourcing both active and passive candidates, where diversity metrics constitute a key deliverable. For example, when sourcing passive candidates, the Agency expects that at least 50% of potential candidates approached by the service provider will be female. The framework contract foresees more targeted attraction efforts, with service providers focusing on candidates from one or more specific EU/EEA member states or a specific gender.

6.2. Career progression

Talent management is another key focus within the HR strategy 2023-2025, recognising EMA's people as its greatest asset. The Agency is currently focusing on a future leaders programme, talent reviews and an exchange and rotation programme.

As part of talent reviews, the Agency will be setting up a succession planning process which involves several strategic steps to ensure a diverse and inclusive leadership (managerial and expert) pipeline:

- Set Clear Goals and Metrics: e.g. setting quotas or goals for the number of women in leadership roles and tracking progress over time
- Identify and Develop Female Talent: Proactively identify high-potential women and provide them with tailored development opportunities.

By integrating these strategies, the Agency aims to create a more gender-balanced leadership pipeline, ultimately leading to a more inclusive and equitable workplace.

Furthermore, the Agency has many other initiatives in place to ensure staff have different options to suit their best career paths and opportunities to grow. These include a career reflection programme,

internal mobility, mentorship or shadowing, amongst others. We view our initiatives as essential to our culture, ways of working and core values of the Agency.

The Agency also offers opportunities to staff to carry out training in areas of their own interests, which is relevant to the duties performed or to the career development of the staff members. These are trainings not organised by EMA, however, special leave for study time and part-reimbursement following successful completion of studies can be requested.

7. Work-life balance

EMA fosters a supportive and healthy work environment that enables staff members to have balance between work and personal commitments. This includes flexible working hours, teleworking, part-time working; generous annual leave; EMA official holidays; special leave (e.g. for training purposes); family leave (e.g. in case of an illness of a family member); unpaid personal leave; time credits; maternity, adoption leave and parental leave.

The Agency also provides financial contributions to their staff such as commuting costs, childcare costs (pre-school) and education allowances.

All statutory staff members have access to an in-house annual medical check-up through an external contractor, focusing on health prevention. The Agency's contract includes the provision of occupational health and sickness absence services. This service plays a crucial role in:

- Supporting all staff with physical and mental health issues
- Providing recommendations for workplace adjustments
- Supporting safe returns and re-integration following long-term absence
- Specifically supporting pregnant women and women going through menopause

The Agency has in place confidential access to an in-house and external psychologist for personal and work-related matters.

Other social measures include an on-going wellbeing programme to promote holistic wellbeing among EMA staff, as one of the strategic ambitions and priorities of the HR Strategy 2023-2025. The programme offers expert talks (e.g. healthy eating, maintaining energy levels), wellbeing coaching, wellbeing activities and events, and an e-library of wellbeing resources. Some of these activities target age and gender specific topics such as how to navigate the impact of menopause in the workplace, providing effective strategies to support women experiencing menopausal symptoms in the workplace. Since 2024, the Agency building has a wellbeing room with weekly relaxation and yoga sessions, amongst other activities.

The Agency also has a Sport and Leisure Club (SLC), run by volunteers, who plan regular activities in and outside the Agency. All SLC events are open to all staff, irrespective of their contractual link to the Agency and provide a great opportunity to meet people from across the Agency in a social setting.

In 2025, the Agency will have at its disposal an external social worker as a new measure, to assist staff members and their families with solving personal, social, legal or financial problems arising from disability, illness, or other difficult life situations.

Finally, the Agency will consider the development of a maternity and menopause policy at work to address any possible workplace bias (e.g. stereotyping of mothers' abilities and commitment by line manager) and ensuring these biases do not affect career advancement opportunities by for example, also providing support and training to managers to understand the effects of pregnancy and menopause at work.

8. Gender balance in leadership

One of the commitments within the charter of D&I is to achieve the goal of at least 40% of underrepresented gender in middle management on a short to mid-term basis. This commitment becomes also one of the priorities of the GEP, respecting current contractual commitments.

Over the past years, EMA has achieved a 42% ratio of female representation in middle management positions (Heads of Department, Division and Task Force). With the inclusion of the Agency's first female Executive Director, the Agency reaches an important milestone of having 44% female population at leadership level.

Over the years, the Agency has worked to reduce the gap in gender balance. This is not only within EMA's senior management but also amongst the next management community (Heads of Service, Heads of Office and Heads of Workstream) by putting in place several initiatives to increase the number of managerial posts occupied by females. Those include management development programme, internal mobility opportunities for managers, mentorships and the creation of management communities to foster interest and support female staff to become managers. The number of female managers has shown a progressive increase in the last few years (from 37% in 2018 to a current 44% of the Heads of Office/Service/Workstream population).

The Agency is committed to work towards full gender balance at all levels of management (including Heads of Service/Office/Workstream and middle management). The D&I working group works and has implemented several initiatives aimed at increasing gender balance among staff and management including:

- Establishing the EMA Women Support Network,
- Co-hosting the EU Agencies Network event Empowering Women as Leaders,
- Including topic of bias awareness and mitigation (including gender bias) in recruitment and selection training for managers,
- Co-hosting a Workshop on gender balance,
- Conducting a survey on Diversity and Inclusion,
- Participating in the Diversity and Inclusion career fairs.

Although the EMA Management Board selection procedure is not managed by the Agency, it is worth noting that the gender balance at the time of the signature of this GEP was close to 45% female and 55% male, bearing in mind that there are 3 vacant posts. It is also noteworthy that both the current and previous Chairs and Vice-chairs of the Board have been females, emphasising the commitment fostering gender diversity within the leadership of the Board.

9. Measures against gender-based violence including sexual harassment

The Agency has zero tolerance to any form of harassment or gender-based violence. EMA aims to create an open, safe and positive working environment for everyone in the organisation. Specific rules are in place for the protection of the dignity of the person and preventing psychological and sexual harassment.

The definition of sexual harassment as defined by the Staff Regulations, Article 12a(4) reads:

"Sexual harassment' means conduct relating to sex which is unwanted by the person to whom it is directed and which has the purpose or effect of offending that person or creating an intimidating, hostile, offensive or disturbing environment. Sexual harassment shall be treated as discrimination based on gender." (emphasis added)

The Staff Relations and Support department and the network of voluntary Confidential Counsellors can provide support to staff in the strictest confidentiality. The rules are published on the Agency's intranet and outline the definition of harassment, what unacceptable behaviours are, explain the reporting procedures, when and how to investigate, the support available for victims and the possible consequences for perpetrators. The Agency's intranet provides exhaustive information with all resources and contact points. Regular awareness is raised on the topic of harassment and the role of Confidential Counsellors. Calls for expression for new Confidential Counsellors are published every two years.

Additionally, and as part of any mandatory training for any new staff member, an Ethics at EMA online course must be completed. This training highlights what is ethical behaviour, the expected conduct reflecting on any staff member's position and covers the topic of harassment in further detail.

Finally, the Agency's Code of Conduct guides its staff, Committee members and Experts and Members of the Management Board in how to maintain the highest professional standards. A new version of the Code of Conduct will be available in 2025 with a new, clearer format, and a specific chapter on core ethical principles for all, including respect, non-discrimination and the prevention of harassment.

10. Effective date and signature

This GEP shall be effective as of the date of its signature and is a public document. It is both published on EMAs intranet and its corporate website.

Actions included in this GEP 2025-2030 will be subject to a subsequent implementation plan that will further detail scope, prioritization and specific timeframes, which will be defined in collaboration with the D&I Working Group and in alignment with the overall EMA HR strategy.

[signature on file]

Emer Cooke

Executive Director

11. Annex – Decision of the Executive Director on the mandate and membership of the Diversity and Inclusion Working Group



EUROPEAN MEDICINES AGENCY
SCIENCE MEDICINES HEALTH

EMA/31234/2022
Executive Director

Decision of the Executive Director On the mandate and membership of the Diversity & Inclusion Working Group

THE EXECUTIVE DIRECTOR

HAVING REGARD to Article 64(2) of Regulation 726/2004 of the European Parliament and of the Council of 31 March 2004 laying down Community procedures for the authorisation and supervision of medicinal products for human and veterinary use and establishing a European Medicines Agency;

WHEREAS "Diversity and inclusion" ("D&I") is one of the six pillars of the future HR strategy of the European Commission (the "EC") ensuring equality across the EU institutions and bodies, addressing cognitive diversity, ensuring that staff of different ethnic and social origin, sex, race, colour, religion, disability, age or sexual orientation can be themselves at work, and thrive in the organisation;

WHEREAS the EU Agencies Network (EUAN) is the 3rd largest employer within the EU institutions and bodies decided to join forces with the EC and other institutions to contribute to such an important pillar. The Heads of Resources at their EUAN meeting in February 2021 approved the proposal to create the EUAN Working Group on Diversity and Inclusion (EUAN WG on D&I). EMA together with other 19 EU Agencies and Joint Undertakings (JUs) joined the EUAN WG on D&I. The mission of this group is to promote the cooperation between agencies and JUs, to share information and good practices and to define a harmonised position on topics of common interest related to D&I issues at all levels of the EU institutions and bodies and in line with the new to-be-adopted HR Strategy of the Commission. EMA as a member of the EUAN WG on D&I is encouraged to adopt the EUAN Charter on Diversity and Inclusion;

WHEREAS the EUAN WG on D&I participated in the April 2021 meeting of the InterCOPEC, a forum for the Joint Committees on equal opportunities of each Institution, to share and discuss their ongoing actions in the field of D&I. Regular meetings of the EUAN WG on D&I have been organised as from April 2020 and EMA is currently represented by the Head of A-ST and the Chair of the Staff Committee;

WHEREAS EMA expressed its willingness to collaborate with other members on a number of actions included in the EUAN WG on D&I Action Plan 2021, for example, on a survey recently carried out that aims to provide a comprehensive overview of the overall perception of staff in our Agency's, other EU Agencies' and JUs' about diversity and inclusion matters. The individual results were sent directly to the respective agencies for their analysis. Furthermore, during DG HR-EUAN Workshop on gender balance, held on 21 September 2021, EMA provided its support by actively hosting one of the workshops "How to attract a diverse workforce?";

WHEREAS the future EMA HR strategy aims at including D&I among its core elements;

WHEREAS EMA has so far convened several *ad hoc* meetings involving relevant colleagues across the organisation (Staff Relations and Support, Learning and Development, Staff Committee, Senior Policy Adviser and internal and external communications);

HAS ADOPTED the following decision:

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Address for visits and deliveries Refer to www.ema.europa.eu/how-to-find-us

Send us a question Go to www.ema.europa.eu/contact **Telephone** +31 (0)88 781 6000

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Article 1 – EMA D&I Working Group

The EMA D&I Working Group is hereby established and EMA Charter on Diversity and Inclusion (Annex II) is adopted.

Article 2 - Objectives

The objectives of the D&I Working Group (D&I WG) shall include but shall not be limited to the following:

- Help raising awareness of D&I issues e.g. by supporting organisation of training events, inviting guest speakers to raise awareness and change attitudes; organising campaigns and events to promote best practices, creating a D&I dedicated section on the Intranet;
- Cooperate with other EU institutions and bodies, share information and good practices related to the issues of D&I;
- Mobilise senior management and staff by offering them the role of "*D&I ambassador*" and "*D&I ally*";
- Extend collaboration to groups of staff who are keen to become involved in D&I actions;
- Analyse the results of the EUAN survey and propose an action plan with specific measures designed to improving the existing status quo;
- Support the development of EMA's D&I policy within the HR Strategy.

Article 3 – Membership and roles

The core members of the D&I WG will be nominated based on their role at the Agency or Divisions / Task Forces' nominations, and a part of the group will be selected as a result of a call for volunteers (D&I ambassadors).

Furthermore, an associated membership (D&I allies) will be offered to all staff who express their interest in supporting the group on various aspects of D&I.

The core membership of the D&I WG is detailed in Annex I of this decision.

A member may delegate representation at the meeting to a team member by sending an advance email notification to Chair, Co-Chair and administrative support of the D&I WG. It is a member's responsibility to ensure suitable briefing including arrangements for documents.

Up to three **D&I ambassadors** shall be selected following a call for expression of interest organised every two years. The selection will be based on motivation of staff members, their anticipated personal contribution towards D&I at the Agency and the support of their line manager. The D&I ambassadors will be nominated for a two-year period.

D&I allies will be a form of an associated volunteer membership open to all staff who wish to support D&I WG in its mission and may be invited by the core group to create and actively participate in sub-groups for specific initiatives and activities.

Article 4 - Frequency of meetings

The core members of the D&I WG will meet once every two months. Ad-hoc meetings may be held by agreement of the Chair as and when required at the request of one of the core members.

At least once a year a general meeting should be held for all core members and D&I allies.

Article 5 - Reporting

D&I WG shall compile an annual report on its activities which shall be submitted to the Executive Director and published on.

Article 6 – Effective date

This decision shall enter into force on the day of its signature.

Amsterdam,

Emer Cooke Digitally signed by Emer Cooke
DN: cn=Emer Cooke, o=EMA, ou=EMA, email=emerc@ema.europa.eu

Emer Cooke

Executive Director

Annexes:

Annex I – Core membership of the EMA D&I WG

Annex II - EMA Charter on Diversity and Inclusion

Annex II

EMA Charter on Diversity and Inclusion

EMA WORKING GROUP ON DIVERSITY AND INCLUSION

The European Medicines Agency (EMA) as an employer, is committed to promoting equality, diversity and inclusion.

This Charter is thus a commitment in favour of diversity and inclusion by EMA whose staff members must benefit from equal treatment and opportunities, irrespective of any ground such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation, as stated in article 1d of the Staff Regulations.

EMA commits to:

1. Implement a human resources policy where diversity is regarded as a source of enrichment, innovation and creativity and where inclusion is promoted by managers and all staff, through policies improving work-life balance and flexible working arrangements for all genders, through appropriate support, particularly for the underrepresented genders, and through the implementation of the obligations enshrined in the UN Convention on the Rights of Persons with Disabilities and the UN's Sustainable Development Goal on gender equality.
2. Secure equal opportunities at every step of the career, through selection and recruitment procedures but also in staff promotion and mobility. Selection and recruitment must always be made on the basis of merit, irrespective of any other factors. The process must be devoid of bias while respecting the specific measures and rules so as to redress the gender imbalance at support roles level and to achieve the goal of at least 40% of underrepresented gender in middle management on short- to mid-term basis.
3. Fully enforce the Staff Regulations, especially its articles 1d, 12a and 42a by excluding any kind of discrimination. There can be no place for divisive or opaque behaviours, nor any form of bullying or harassment.
4. Heighten managers' and Human Resource services' awareness of any barriers that can prevent individuals from succeeding. Raise awareness by promoting or organising special events and training to fight against stereotypes and to foster inclusion as a corporate culture built on greater diversity and inclusion.
5. Communicate widely, externally and internally to each colleague, the commitment to implement a diversity and inclusion policy and deliver regular and detailed follow-ups of the results.

This charter is based on the Commission's Charter on Diversity and Inclusion, which is part of the Diversity and Inclusion strategy of the European Commission, adopted on 19 July 2017.