SpottyLabs Gender Equality Plan (GEP)

1. Introduction

SpottyLabs, a health tech company based in Lithuania, is committed to fostering gender equality in the workplace. As an innovative startup with female and male founders, we recognize the importance of diversity, equal opportunity, and the inclusion of all genders in our organization. This Gender Equality Plan (GEP) aligns with Horizon Europe's guidelines and ensures that we implement effective policies to maintain gender balance as we grow.

2. Objectives

Our GEP aims to:

- Conduct gender impact assessments to identify and mitigate biases.
- Promote gender equality across all aspects of company operations.
- Ensure equal opportunities in hiring and career progression.
- Foster an inclusive and bias-free workplace culture.
- Prevent gender-based discrimination, harassment, and violence.
- Integrate gender perspectives into product research, development, and business practices.
- Set targets and monitor progress through measurable indicators.

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3. Mandatory GEP Components (Horizon Europe Compliance)

3.1 Public Commitment

- This GEP is a public document, available on our official website.
- It is endorsed and signed by the company's leadership.
- It will be actively communicated to all employees, stakeholders, and partners.
- The GEP will be published in the footer of our website for easy access.

3.2 Dedicated Resources

- SpottyLabs has appointed the CEO as the GEP Coordinator, responsible for tracking gender-related initiatives and enforcing policies.
- The CEO will dedicate 2 hours per month to oversee gender equality efforts.
- A minimum budget of 3,500 Euros per year will be allocated for gender equality initiatives, including training, awareness programs, and mentorship support.
- Gender balance considerations will be integrated into our hiring, leadership, and decision-making processes.
- We will engage external gender experts when necessary to refine our policies.

3.3 Data Collection & Monitoring

- We will track and report gender-disaggregated data on employees, hiring, promotions, and leadership annually.
- A Google Sheet tracking system will be used to monitor gender diversity across departments.
- Key metrics will include:
  - % of women in leadership roles
  - Gender ratios in hiring and promotions
  - Salary equity assessments
- An annual GEP progress report will be published online to evaluate our success and inform future improvements.

3.4 Training & Awareness

- All new hires will complete gender training within their first month.
- All management and decision-makers will undergo unconscious bias and gender equality training annually.
- Employees will have access to online and in-house training programs on gender awareness.
- Gender equality topics will be included in company-wide workshops and seminars.

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4. Thematic Areas of Focus

4.1 Work-Life Balance & Organizational Culture

- Implement flexible working hours and remote work options.
- Ensure equitable parental leave and caregiving support.
- Promote a zero-tolerance policy against gender discrimination.
- Actively showcase and celebrate female leadership and achievements within the company.
- Provide mental health and well-being resources to support a balanced work culture.

4.2 Gender Balance in Leadership & Decision-Making

- Maintain a commitment to equal gender representation at leadership levels.
- Set a target of 50% gender balance in leadership roles by 2026.
- Provide mentorship and leadership training programs for underrepresented genders.
- Implement transparent and gender-fair decision-making processes.

4.3 Gender Equality in Recruitment & Career Progression

- Ensure gender-neutral job descriptions and unbiased hiring processes.
- Utilize blind CV screening to mitigate unconscious biases.
- Set clear pathways for career progression that ensure equal promotion opportunities.

- Develop internal mentorship programs to encourage women in tech and leadership roles.

4.4 Gender Integration in Research & Innovation

- Ensure gender considerations are factored into product research and development.
- Assess how gender affects consumer experiences and needs in the health and beauty sectors.
- Develop solutions that are inclusive and gender-sensitive.
- Incorporate gender-based data analysis in product testing and development.

4.5 Anti-Harassment & Gender-Based Violence Prevention

- Implement a strict anti-harassment policy, with clear reporting mechanisms.
- Ensure that all employees understand the process of reporting discrimination and harassment.
- Establish training programs on workplace harassment and gender-based violence prevention.
- Create a confidential support system for employees experiencing gender-related issues.
- Ensure that all complaints are addressed within 30 days with an appropriate resolution process.

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5. Implementation & Evaluation

- The CEO & GEP Coordinator will be responsible for tracking progress and enforcing policies.
- SpottyLabs will review GEP progress every 12 months and update policies as necessary.
- A public annual progress report will be published on our website.
- Feedback mechanisms will be established to ensure continuous improvement of the GEP.
- SpottyLabs will refine and enhance the GEP every two years to ensure relevance and impact.

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6. Conclusion

SpottyLabs is committed to achieving gender equality through structured policies, continuous learning, and transparent reporting. This Gender Equality Plan serves as our framework for ensuring a fair and inclusive workplace as we scale our team and operations.

Signed by:

Monika Monstvilaite – Chief Executive Officer
Gideon Bayisa – Chief Technology Officer
Date: 02/24/2025

Publicly Available on: SpottyLabs Official Website