

**Defend Gender Equality Action Plan**  
**2022-2023**

Objective	Action	Responsibility	Timeline	Success measure / outcome
Processes and procedures				
Gender dimension consideration when making changes to the project.	All changes to the project should consider gender dimension when creating or amending work packages, tasks, milestones and deliverables, where possible.	Defend Coordinator & Defend Project Support Team	During all amendments.	Gender balanced project.
Consideration and minimisation of gender bias in scientific work.	At the start of new work, review and consideration of gender bias should take place. Implementation of methods to reduce any recognised bias should be implemented.	Work Package Leaders	At the start of all new work.	All work carried out will have mitigated gender bias, where possible.
Gender neutral language to be used in all documented processes and procedures.	All documented processes and procedures should be written using gender neutral language.	Defend Coordinator & Defend Project Support Team	When writing processes and procedures.	High quality process and procedure documents utilising gender neutral language.

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Personnel				
<p>Defend leadership to follow core tenants of gender equality and implement them into their work within the project, leading others to follow by example.</p>	<p>Defend leadership team to incorporate dynamic gender equality reviews and activities into their daily project work and to invite others on the project to do the same.</p> <p>Defend leadership to stay up to date on gender equality activities through attendance at relevant meetings, conferences, training events and to disseminate this information to personnel on the project.</p>	Defend Coordinator	At all times.	Personnel working on the Defend project will have seen a gender equal approach from their leadership team and will be empowered to follow their example.
Continuation of gender balance of personnel working on the project.	To maintain gender balance within the project when recruiting new personnel or when replacing those that have left.	All	During recruitment phases.	The project will maintain a gender balanced personnel level, where practicable.
Continuation of gender balance in Defend advisory panels – Multi-Actor Panel, Ethics Advisory Board, Enabling Impact Team.	To maintain gender balance within the project advisory panels, if required to replace existing panel members.	Defend Coordinator	During recruitment phase.	The project will maintain gender balanced advisory panels, where practicable.
Consider gender specific impact of Covid	Allow for flexibility with working hours and workload and be aware of family commitments when scheduling meetings	Defend Coordinator	Dependant on lock-downs in country and working from home	The project will remain sensitive to impact of the Covid pandemic

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Communication				
Promotion of gender equality within the Defend communication channels - website, newsletter, and social media pages.	Use Defend communication channels to promote gender equality through sharing posts, articles, and other relevant content formats.	Defend Coordinator & Defend Project Support Team	When using Defend communication channels.	A clear presence of gender equality themes seen on Defend communication channels.
Inform Defend personnel of work carried out on gender equality within the project.	Update of work on gender equality to Defend personnel via the consortium annual meeting.	Defend Coordinator & Defend Project Support Team	Yearly	Defend personnel will have a yearly update on the gender equality work carried out on the project.
Initiatives				
Continuation of inclusive gender dimension initiatives on the Defend project.	Continue to provide initiatives which provide gender equal opportunities for Defend personnel e.g., Childcare Support Grant and Integrated Knowledge Transfer award.	Defend Coordinator & Defend Project Support Team	Yearly	Defend personnel have access to initiatives which are based on gender equal premises, allowing all to benefit.