



CYCLOS SYSTEMS LTD. Banja Luka
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GENDER EQUALITY PLAN

1. Introduction

Cyclos Systems Ltd. is committed to fostering gender equality in all aspects of its operations and organization, including projects of development of products and services, consultancy and educational programs and other activities across various sectors. This Gender Equality Plan (GEP) is designed to align with EU regulations and Horizon Europe requirements, ensuring the integration of gender equality into decision-making, research, and organizational culture.

2. Publication

This Gender Equality Plan will be signed by the CEO and published on Cyclos Systems Ltd.' website to ensure transparency and accessibility.

3. Allocated Resources

Cyclos Systems Ltd. will dedicate the necessary financial, technical, human and other resources to implement this GEP effectively. This includes appointing a Gender Equality Officer (dedicated employee) to oversee the execution of the plan.

4. Data Collection and Monitoring

Cyclos Systems Ltd. will collect gender-disaggregated data and report annually on key indicators, including representation, salaries, and career advancements.

5. Training

Cyclos Systems Ltd. will organize gender equality training to raise awareness and mitigate gender biases within the company. These sessions will be integrated into onboarding processes and annual professional development programs.

6. Additional Areas

6.1. Organizational Culture

The company is committed to an inclusive and diverse work environment, ensuring that gender equality is reflected in its policies, recruitment, and workplace culture.

6.2. Work-Life Balance

Flexible work arrangements, including remote work options and family-friendly policies, will be promoted to support work-life balance.

6.3. Gender Equality in Management and Career Development

Equal opportunities will be provided for career growth, mentorship, and leadership roles, ensuring fairness in promotions and professional development.

6.4. Integration of the Gender Perspective in Digital Projects

Cyclos Systems Ltd. will incorporate a gender-sensitive approach into all projects, solutions, programs and activities, ensuring accessibility and inclusivity.



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6.5. Measures Against Gender-Based Discrimination and Harassment

Policies and reporting mechanisms will be established to prevent and address gender-based discrimination and harassment, in compliance with EU and national regulations.

6.6. Gender-Sensitive Recruitment and Growth

As Cyclos Systems Ltd. expands, gender equality will be a key consideration in recruitment and team composition. The company will:

- Ensure gender-balanced hiring practices.
- Promote equal opportunities for career progression.
- Integrate gender-sensitive criteria in job postings and selection processes.
- Encourage diverse candidate pools for all roles.

7. Monitoring and Evaluation

7.1. Periodic Reviews and Reporting

The implementation of this GEP will be reviewed annually, with reports published internally and externally where applicable.

7.2. Specific Goals and Indicators of Success

Goals:

- Ensure a balanced gender representation in leadership positions (minimum 50% women).
- Conduct annual salary audits to prevent gender pay gaps.
- Organize at least one gender equality training per year.
- Integrate gender perspectives into 80% of projects.

Indicators:

- Number of women in leadership roles.
- Results of salary audits.
- Number of training sessions held and participation rates.
- Percentage of projects with integrated gender perspectives.

Timelines:

- **2025:** Conduct baseline gender representation assessment and initial salary audit.
- **2025:** Implement first gender equality training.
- **2025:** Begin integrating gender-sensitive approaches into digital projects.
- **Annually:** Review and update GEP, conduct salary audits, and provide training.

Responsibilities and Accountabilities:

- **CEO/Director:** Overall responsibility for the GEP implementation.
- **Management Team:** Development of policies, monitoring progress, and providing recommendations.
- **HR and Administration:** Conduct salary audits, organize training, and ensure compliance.
- **Project Teams:** Integrate gender-sensitive approaches into digital projects.



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8. Conclusion

Cyclos Systems Ltd. is committed to fostering an inclusive work environment where gender equality is a fundamental principle. This GEP serves as a roadmap for continuous improvement and aligns with our mission to create responsible and accessible digital solutions for diverse communities.

Adopted on: November 29, 2024

Signed by: Dragan Vucic
CEO, Cyclos Systems Ltd.