

# Gender Equality Plan (GEP)

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Neurofai GmbH

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## 1. Introduction

This Gender Equality Plan (GEP) demonstrates Neurofai GmbH's commitment to fostering equality, diversity, and inclusion. As a startup SME with a small but diverse team, including both male and female staff, we are embedding gender equality principles from the outset and aligning with Horizon Europe requirements.

## 2. Minimum Process-Related Requirements

### Publication

This GEP is publicly available on the company's website and endorsed by top management.

### Dedicated Resources

As a small company, responsibility for implementing this plan is assigned to the CEO/founder. As the company grows, we will designate dedicated resources or staff for gender equality.

### Data Collection and Monitoring

Currently, our team consists of one full-time male and one part-time female employee. We are committed to collecting sex/gender-disaggregated data as the team grows, and to reporting annually on workforce composition, recruitment, and career progression.

### Training

We will ensure that both management and staff participate in awareness-raising and training sessions on gender equality, diversity, and unconscious bias.

## 3. Content Areas and Measures

### Work-Life Balance and Organizational Culture

- Promote flexible working arrangements (already applied with part-time work options).
- Ensure policies that support both male and female employees in balancing professional and personal responsibilities.
- Foster an inclusive and respectful company culture.

### **Gender Balance in Leadership and Decision-Making**

- Ensure that female staff have equal opportunities to contribute to strategic and operational decisions.
- Maintain transparent, merit-based decision-making processes.

### **Gender Equality in Recruitment and Career Progression**

- Commitment to unbiased recruitment practices, already demonstrated through hiring of female staff.
- Provide equal opportunities for training, mentoring, and promotion.

### **Integration of Gender Dimension in Research and Innovation Content**

- Where applicable, integrate the gender dimension into research design, data analysis, and innovation processes.

### **Measures Against Gender-Based Violence and Sexual Harassment**

- Establish a zero-tolerance policy towards harassment, bullying, or discrimination.
- Provide clear reporting channels and ensure swift, fair resolution of any incidents.

## **4. Monitoring and Reporting**

- Annual review of gender composition (already applicable with current male/female mix).
- Updates to the GEP published online.
- Monitoring of progress against stated measures.

## **5. Conclusion**

Neurofai GmbH is committed to embedding gender equality principles from its foundation and scaling these measures as the organization grows. This plan will evolve alongside the company, ensuring continuous alignment with Horizon Europe standards and best practices.