

# GENDER EQUALITY PLAN

## BME InnoLab Zrt. / BME InnoLab Ltd.

*Intellectual Property Licensing and Technology Transfer*

Effective date: 2 April 2026

Published at: [www.innolab.hu](http://www.innolab.hu)

## 1. Introduction and Commitment

BME InnoLab Zrt. (“the Company”) is a privately held limited company (zártkörűen működő részvénytársaság) engaged in intellectual property licensing and technology transfer. The Company is a wholly owned subsidiary of the Budapest University of Technology and Economics (BME). As of the date of this Plan, the Company has six staff members.

BME InnoLab is committed to the principle of gender equality in all aspects of its operations. This Gender Equality Plan sets out the Company’s policies and actions to promote equal opportunities, prevent discrimination, and foster an inclusive working environment, in line with the objectives of the European Research Area and the Horizon Europe framework programme.

This document has been approved and signed by the Chief Executive Officer of BME InnoLab Zrt. and is published on the Company’s website. It is communicated to all staff members upon adoption and upon any subsequent revision.

## 2. Dedicated Resources

Given the Company’s small size (six staff members), the CEO bears direct responsibility for the implementation and oversight of this Gender Equality Plan. The CEO allocates time and attention to gender equality matters as an integral part of management duties, including:

- Monitoring compliance with this Plan and applicable equal treatment legislation;
- Reviewing recruitment and HR decisions for gender bias;
- Ensuring access to relevant training opportunities on equal treatment and unconscious bias;
- Serving as the point of contact for any concerns related to gender equality or discrimination.

Should the Company grow beyond its current size, a dedicated budget line for gender equality activities will be established and reviewed annually.

### 3. Data Collection and Monitoring

BME InnoLab collects and maintains sex-disaggregated data on its personnel. Given the Company's current size, the baseline data as of the effective date of this Plan is as follows:

Category	Women	Men	Total
Management (CEO)	0	1	1
Employees	3	2	5
<b>Total</b>	<b>3</b>	<b>3</b>	<b>6</b>

This data is updated annually by the CEO and reported internally. Any change in the gender composition of staff is recorded. As the Company grows, disaggregated data on recruitment, pay levels, and contract types will be collected and monitored systematically.

### 4. Training and Awareness-Raising

BME InnoLab ensures that all staff members, including the CEO, participate in training or awareness-raising activities related to gender equality and unconscious bias. Given the Company's size, this is implemented as follows:

- All staff are required to complete an online training module on unconscious gender bias and equal treatment within six months of joining the Company and at least once every two years thereafter. Suitable training resources include those provided by the European Institute for Gender Equality (EIGE) or equivalent programmes available through BME;
- The topic of gender equality is addressed at least once per year in a staff meeting, covering progress on this Plan and any relevant developments in legislation or best practice;
- New staff members receive a copy of this Plan as part of their onboarding process.

### 5. Recommended Thematic Areas

In accordance with the recommended content areas identified in the Horizon Europe Programme Guide, BME InnoLab addresses the following themes to the extent appropriate for its size and activities:

#### 5.1 Work-Life Balance and Organisational Culture

The Company supports flexible working arrangements for all staff, including remote work and flexible scheduling, to enable a healthy work-life balance regardless of gender or family responsibilities.

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

Given the Company's current size, formal targets for gender-balanced leadership are not yet applicable. However, BME InnoLab commits to considering gender balance as a factor in any future hiring and governance decisions, including the appointment of advisory or supervisory roles.

### 5.3 Gender Equality in Recruitment and Career Progression

All recruitment processes at BME InnoLab are conducted on the basis of merit and competence, free from gender bias. Job advertisements use gender-neutral language. Selection criteria are defined before the recruitment process begins and applied consistently to all candidates.

### 5.4 Integration of the Gender Dimension in Research and Innovation Content

In its technology transfer and IP licensing activities, the Company encourages awareness of the gender dimension in the innovations it supports. Where relevant, BME InnoLab considers gender-related aspects when evaluating the societal impact of technologies and intellectual property under its management.

### 5.5 Measures Against Gender-Based Violence Including Sexual Harassment

BME InnoLab maintains a zero-tolerance policy towards any form of gender-based violence, harassment, or sexual harassment. Any staff member who experiences or witnesses such behaviour is encouraged to report it to the CEO or, where a conflict of interest exists, to the supervisory board of the Company. All reports will be treated confidentially and investigated promptly.

## 6. Review and Revision

This Gender Equality Plan is reviewed annually by the CEO. Revisions are made as necessary to reflect changes in the Company's size, activities, or applicable legal and policy requirements. The current version is always published on the Company's website at [www.innolab.hu](http://www.innolab.hu).

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**Approved and signed:**

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Name: [CEO name]  
Title: Chief Executive Officer  
BME InnoLab Zrt.  
Date: 2 April 2026