

AT CFM WE EXPECT YOU TO



RESPECT

Be respectful, empathetic and professional to others. Treat everyone at CFM with respect and dignity regardless of their position and role in the institution. Contribute to a healthy and safe environment at the center.



ARRANGE A HEALTHY WORKING SCHEDULE

Create a healthy working schedule at CFM. Promote working hours that allow personal and professional balance. Collective activities will be scheduled in conciliatory hours (9:30-13:30) to maximize participation.



BE CAREFUL WITH YOUR BIASES

Pay attention to your unconscious biases in personnel selection and promotion processes. You can check [this presentation for further guidance](#).



GIVE A TRY TO THE INCLUSIVE USE OF LANGUAGE

Use inclusive language in written and oral expressions, especially when communicating on behalf of CFM. See the [decatalogue for the inclusive communication at CFM](#) (Spanish).



PROMOTE DIVERSITY

Help to improve the visibility of women, ethnic minorities, LGTBQ+ people and other underrepresented collectives in science. You can actively join the [Emakumeak Zientzian](#) project and/or the [Pride in Science](#) collective contacting the outreach manager (outreach.cfm@ehu.eus).



DO NOT TOLERATE DISCRIMINATION

Do not tolerate any form of discrimination at CFM. Contribute to stop any form of abuse, harassment or discrimination you become aware of. If you are aware of such a situation, contact the personal counselors at harassment.cfm@ehu.eus, your privacy will be guaranteed throughout the process.



MAKE WOMEN VISIBLE AT THE SCIENTIFIC LEVEL

For example, encourage all women researchers to write their full name in posters, articles, talks, or any other communication support.



INCLUDE A ZERO TOLERANCE POLICY AT SCIENTIFIC EVENTS

If you organize a seminar, a workshop, or a congress state the **zero tolerance** towards any form of abuse, harassment or discrimination by **adding the following paragraph** in the event's web page and/or by reading it at the opening.

*The organizing committee of XXXX expresses its **zero-tolerance policy** towards any form of violence, harassment or discrimination in any of its modalities, based on sex, gender expression and identity, nationality or ethnic origin, political tendency, or any other personal or social situation. Likewise, it assumes the commitment to ensure a safe and dignified work environment for all people.*

It is the responsibility of all the participating people to contribute to the fulfillment of this commitment, especially those who occupy positions of responsibility.

In the face of such attitudes and behaviors, the committee has the power to take the necessary actions to prevent, stop or avoid their recurrence. It may thus:

- Intervene and take action when necessary.
- Notify the CFM's harassment advisory service, which will act in accordance with the harassment protocol defined for this purpose.
- Offer the necessary help and assistance

THE GENDER EQUALITY COMMITTEE

genderequality.cfm@ehu.es