

Document Version: 1.0**Effective Date:** June 14, 2025**Next Review Date:** June 14, 2026**Approved by:** El Mahdi Aboulmanadel, Chief Executive Officer

1. Executive Commitment and Publication

DeepLeaf is committed to fostering an inclusive workplace where all employees, regardless of gender, have equal opportunities to contribute, grow, and succeed. This Gender Equality Plan represents our formal commitment to gender equality across all aspects of our organization.

Top Management Signature:

Eng. El Mahdi Aboulmanadel
Founder & Chief Executive Officer
mahdi@deepleaf.io
(+212) 7 08 76 53 50
@elmahdiaboulmanadel
deepleaf.io

El Mahdi Aboulmanadel

Chief Executive Officer, DeepLeaf SARLAU

Date: June 14, 2025

2. Dedicated Resources and Governance

2.1 Human Resources Commitment

- **GEP Coordinator:** El Mahdi Aboulmanadel, CEO - responsible for plan implementation and monitoring
- **Gender Equality Committee:** Established with representatives from different departments
- **Time Allocation:** Minimum 20% of CEO's time dedicated to gender equality initiatives during implementation phase

- **Annual Budget:** €5,000 allocated for gender equality training, monitoring, and initiatives

2.2 Gender Expertise

- Access to external gender equality consultants when needed
- Partnership with local gender equality organizations
- Regular training for the GEP Coordinator on best practices

3. Data Collection and Monitoring

3.1 Data Collection Framework

We collect and analyze sex/gender disaggregated data on:

- **Recruitment:** Applications, interviews, and hiring rates by gender
- **Career Progression:** Promotions, salary increases, and leadership appointments
- **Compensation:** Pay equity analysis across all roles and levels
- **Training and Development:** Participation rates in professional development programs
- **Work-Life Balance:** Utilization of flexible work arrangements and parental leave
- **Turnover:** Retention rates and exit interview feedback by gender

3.2 Annual Reporting

- Comprehensive annual gender equality report published on company website
- Key performance indicators (KPIs) tracked quarterly
- Progress against targets reviewed monthly by leadership team

3.3 Key Performance Indicators

- Gender balance in recruitment (target: 50/50 applications reach interview stage)
- Gender balance in leadership positions (target: 40% minimum representation)
- Pay equity (target: <5% unexplained pay gap)
- Training participation equality (target: equal participation rates)
- Employee satisfaction scores on inclusion (target: >4.0/5.0)

4. Training and Awareness

4.1 Mandatory Training Programs

- **New Employee Orientation:** Gender equality and unconscious bias training for all new hires
- **Management Training:** Specialized training for all managers on inclusive leadership and bias-free decision making
- **Annual Refresher:** Yearly training updates for all employees

4.2 Training Content

- Understanding unconscious gender biases
- Inclusive recruitment and hiring practices
- Creating psychologically safe work environments
- Recognizing and addressing microaggressions
- Promoting work-life balance for all genders

4.3 Training Schedule

- New hire training: Within first 30 days
- Management training: Quarterly sessions
- All-staff training: Annual mandatory sessions
- Specialized workshops: As needed based on identified issues

5. Content Areas and Concrete Measures

5.1 Work-Life Balance and Organizational Culture

Current Situation Assessment:

- Flexible working arrangements available to all employees
- Remote work options supported
- Core hours policy allowing flexibility

Concrete Measures:

- **Flexible Work Policy:** All employees entitled to flexible start/end times within core business hours
- **Remote Work:** Up to 3 days per week remote work for all roles where feasible

- **Parental Leave:** Enhanced parental leave beyond legal minimums (16 weeks paid leave)
- **Wellness Programs:** Mental health support, wellness allowances, and stress management resources
- **Cultural Events:** Regular team building activities that accommodate different schedules and preferences

Targets:

- 90% employee satisfaction with work-life balance by end of Year 1
- 100% of eligible employees aware of flexible work options
- <10% turnover rate attributed to work-life balance issues

5.2 Gender Balance in Leadership and Decision-Making

Current Situation Assessment:

- Current leadership gender distribution: [Insert current numbers]
- Decision-making bodies composition: [Insert current data]

Concrete Measures:

- **Succession Planning:** Ensure gender-balanced candidate pools for leadership positions
- **Board Composition:** Commitment to gender balance in advisory board and future board positions
- **Decision-Making Bodies:** Ensure gender representation in project teams and committees
- **Mentorship Program:** Pair employees with senior leaders across gender lines
- **Leadership Development:** Targeted development programs for underrepresented genders

Targets:

- Achieve minimum 40% representation of each gender in leadership positions by Year 3
- 100% of management positions filled through processes with gender-balanced candidate pools
- At least 30% gender diversity in all project leadership roles

5.3 Gender Equality in Recruitment and Career Progression

Current Situation Assessment:

- Current recruitment practices and outcomes
- Career progression patterns by gender
- Promotion rates and timelines

Concrete Measures:

- **Inclusive Job Descriptions:** Review and revise job postings to eliminate gender-coded language
- **Diverse Recruitment Channels:** Partner with women-in-tech organizations and diverse professional networks
- **Structured Interview Process:** Standardized interview questions and evaluation criteria
- **Bias-Free Hiring:** Diverse interview panels and blind resume reviews where appropriate
- **Career Development Plans:** Individual development plans for all employees with regular review cycles
- **Performance Evaluation:** Standardized, objective performance review processes

Targets:

- Achieve 50/50 gender balance in final interview stages for all roles
- Equal promotion rates across genders within same performance categories
- 100% of employees have annual career development discussions
- <5% unexplained gender pay gap across all roles

5.4 Integration of Gender Dimension into Research and Teaching Content

Current Situation Assessment:

- Current research projects and their gender considerations
- Client work and gender impact assessment

Concrete Measures:

- **Research Ethics:** Integrate gender analysis into all research project proposals
- **Product Development:** Consider gender impact in AI/ML model development and testing

- **Data Diversity:** Ensure training datasets represent diverse populations
- **Bias Testing:** Regular testing of AI systems for gender bias
- **Client Education:** Provide guidance to clients on gender considerations in AI implementations
- **Knowledge Sharing:** Participate in conferences and publish on gender-inclusive AI practices

Targets:

- 100% of research projects include gender impact assessment
- Quarterly bias testing for all AI models in production
- At least 2 external presentations annually on gender-inclusive AI practices

5.5 Measures Against Gender-Based Violence Including Sexual Harassment

Current Situation Assessment:

- Current policies and reporting mechanisms
- Training and awareness levels
- Incident reporting and resolution processes

Concrete Measures:

- **Zero Tolerance Policy:** Clear, comprehensive policy against all forms of gender-based violence and harassment
- **Reporting Mechanisms:** Multiple confidential reporting channels including external hotline
- **Investigation Process:** Fair, timely, and thorough investigation procedures
- **Support Services:** Access to counseling and support services for affected employees
- **Bystander Training:** Train all employees to recognize and safely intervene in problematic situations
- **Regular Climate Surveys:** Anonymous surveys to assess workplace climate and safety

Targets:

- 100% of employees trained on harassment prevention within first year
- <48 hour response time for all reported incidents
- 100% of reports investigated and resolved within 30 days

- Annual climate survey with >80% participation rate

6. Implementation Timeline

Year 1 (Months 1-12)

- Establish GEP governance structure
- Conduct baseline data collection
- Implement mandatory training programs
- Launch flexible work policies
- Establish reporting mechanisms

Year 2 (Months 13-24)

- Conduct first annual gender equality assessment
- Refine recruitment and hiring processes
- Implement career development programs
- Launch mentorship initiatives
- Expand bias testing procedures

Year 3 (Months 25-36)

- Achieve leadership gender balance targets
- Conduct comprehensive policy review
- Expand external partnerships
- Publish best practices and learnings
- Plan for GEP renewal and enhancement

7. Monitoring and Evaluation

7.1 Regular Review Cycles

- **Monthly:** KPI tracking and leadership review
- **Quarterly:** Committee meetings and progress assessment
- **Annually:** Comprehensive review and public reporting

7.2 Continuous Improvement

- Regular employee feedback collection
- External benchmarking against industry standards

- Integration of emerging best practices
- Adaptation based on company growth and changes

7.3 Accountability Measures

- Public reporting on company website
- Integration of gender equality metrics into management performance reviews
- Regular stakeholder updates

8. Communication and Transparency

8.1 Internal Communication

- Regular all-hands updates on GEP progress
- Integration into onboarding and training materials
- Open forum for questions and suggestions

8.2 External Communication

- Annual GEP report published on company website
- Participation in industry gender equality initiatives
- Sharing of best practices with startup ecosystem

9. Contact Information

GEP Coordinator: El Mahdi Aboulmanadel

Email: hello@deepleaf.io

Phone: +212708765350

External Reporting Hotline: +212708765350

Confidential Email: hello@deepleaf.io

10. Document Control

Document Owner: DeepLeaf SARLAU

Review Frequency: Annual

Next Review Date: June 14, 2026

Version Control: All changes tracked and approved by CEO



Gender Equality Plan (GEP)

This Gender Equality Plan is a living document that will be regularly updated to reflect our evolving understanding of gender equality and our commitment to continuous improvement.