



Diversity, Equity, Inclusion (DEI) Guidelines

Diversity, Equity, and Inclusion (DEI) is built into the foundation of DigiQ, with the guiding principle that students & researchers should be recruited & retained based on their intrinsic qualities: talent, passion and dedication. Their diversity should broadly reflect the diversity of the underlying population. If not, this indicates that extrinsic factors (bias, systemic effects, etc.) are at play that limit opportunity for certain groups of talented, passionate, dedicated people. This is ethically wrong for those people, and negatively affects the entire community and scientific enterprise by limiting the talent pool.

All groups involved in DigiQ: students, supervisors, researchers, mentors, speakers, committee members, etc. - should broadly reflect the diversity of the European community, across all main relevant axes. In particular, but not limited to, personal identifies such as gender, nationality/culture, race/ethnicity, (dis)capacity, sexuality, age, socio-economic factors, etc.; and professional qualities and experience - i.e. we should include people from different fields of expertise, with experience in a range of sectors, etc.

We present our DEI guidelines for the project partners to follow, wherever relevant.

1. All organisational bodies should actively seek to reflect the broad diversity of the population; in particular, aim to have equal gender representation (e.g. at least 40% men, 40% women, and 20% of any gender); involve people of different cultures/nationalities; different professional and disciplinary expertise, etc. This applies to all organizational bodies, including DigiQ managing bodies, selection committees, organizing committees for events etc.
2. All communication should be respectful and inclusive, and reflect the diversity of the underlying population we want to attract into the field (men, women, different cultures & nationalities, accessibility) etc. This applies equally to written

communication (particularly in e.g. calls) and visual images - e.g. using “workforce” instead of “manpower”. We have prepared a guide for inclusive communication, which can be found on DigiQ’s website.

3. Appropriate communication channels for reporting inappropriate behaviour in DigiQ actions/events, and for support and advice to students, should be established (with the help of the DEI commissioner).
4. All organizational bodies and hiring committees should follow our guidelines for best practices in selection & recruitment, and supervision, covering key topics for inclusion & equity (e.g. unconscious bias), with access to training materials where appropriate.
5. Make dialogue possible with students about their individual needs and keep a flexible and open approach to each student.
6. Be aware that students from underrepresented minority groups might have more difficulties with international mobility. Rather than creating equal requirements for all students, consider each student’s background when assessing their applications. In this context, think of the student’s ‘potential’ rather than only the already existing skillset.
7. 20% of student travel grants/stipends should be set aside for promoting opportunities for under-represented groups (women, students with limited access to digital skills, etc.).
8. All DigiQ networks should include DEI training (e.g. Science Melting Pot’s module or equivalent). The training and awareness will include takeaways in the form of guidelines and recommended actions that will empower students and supervisors to be aware of different kinds of discrimination and biases that might exist, and how to act on them. Attendance should be mandatory wherever possible.
9. Where possible, all partners/hosts should provide access to facilities to support & encourage the participation of all people, e.g. access to childcare, awareness of accessibility, etc.