

Gender Equality Plan 2026–2029

Assistive Technology Development Organization (ATDO), Tokyo, Japan

Adopted by resolution of the Board of Directors on September 18, 2026.

1. Commitment

The Assistive Technology Development Organization (ATDO) is a non-profit organization whose mission, in line with its purpose of reforming society itself so that universal human rights are guaranteed to all, is to promote research and development of universal design in access to information and communication, and to carry out international cooperation to disseminate the results. ATDO adopts gender equality as a fundamental principle of its organizational management and activities. ATDO maintains and develops an organizational culture in which all staff and board members can exercise their abilities irrespective of sex, and integrates the gender perspective into its research activities themselves. This Plan is operated as one with ATDO's statutory General Employer Action Plan under Japan's Act on Advancement of Measures to Support Raising Next-Generation Children (plan period 1 August 2026 – 31 July 2029, published on the disclosure platform of the Ministry of Health, Labour and Welfare), and is established to satisfy the four mandatory process-related requirements of the Horizon Europe Gender Equality Plan eligibility criterion: (1) a public document signed by top management; (2) dedicated resources; (3) data collection and monitoring; and (4) training.

2. Responsibilities and Resources (mandatory requirement 2)

- The President of ATDO holds ultimate responsibility for this Plan and signs it for publication.
- The Secretary-General (a full-time executive who also serves on the Board of Directors) is responsible for the day-to-day implementation of this Plan.
- The Head of General Affairs is designated as Gender Equality Officer, responsible for data collection, the annual report, and the planning and recording of training. ATDO commits a defined portion of working time to the implementation of this Plan.
- External gender-equality expertise (researchers and specialist bodies) is drawn upon where needed.
- Implementation is reported to the Board of Directors annually; the Board reviews and, where necessary, revises the Plan.

3. Data Collection and Monitoring (mandatory requirement 3)

Each April, ATDO collects sex-disaggregated data for the preceding year and prepares an annual report to the Board based on the following indicators; a summary is published on the ATDO website in a form that does not identify individuals.

- Sex-disaggregated composition of personnel (staff; board members; managerial positions). As of September 2026: 10 staff members (7 women, 3 men); a Board of Directors of 8 members (4 women, 4 men); the full-time Secretary-General, who also serves on the Board, is a woman.
- Sex-disaggregated data on applicants and hires in recruitment.
- Participation in training, by sex.
- Sex composition of committees and project teams established or operated by ATDO.
- Take-up of work-life-balance measures (flexitime, remote work, childcare leave).

4. Training and Awareness-Raising (mandatory requirement 4)

- Annual training on gender equality and unconscious bias for all staff and board members, with attendance recorded.
- Induction on this Plan and related measures for all new staff.
- For decision-makers (board members and managers), the training includes the prevention of bias in recruitment, evaluation and committee composition.

5. Thematic Areas and Measures

5.1 Work-life balance and organizational culture

- Maintain and promote flexitime (introduced in 2019) and remote work.
- Reliably implement the measures set out in the statutory action plan under the Next-Generation Act, including childcare leave until the child reaches the age of three.

5.2 Gender balance in leadership and decision-making

- Monitor the sex composition of the Board, management meetings and project leadership, and maintain and improve balanced participation. As of September 2026 the Board of Directors has gender parity (4 women, 4 men) and the full-time Secretary-General is a woman; this Plan takes the maintenance of this balance as its baseline.

5.3 Gender equality in recruitment and career progression

- Use gender-neutral language and criteria in recruitment and prevent bias in selection.
- Provide equal access to training, international conference participation and research presentation opportunities.

5.4 Integration of the gender dimension into research content

- Incorporate sex and gender analysis into research design as a standing consideration. In ATDO's field, the intersection of disability and gender — the compounded barriers faced by deaf women, blind and partially sighted women, deafblind women and other women with disabilities in access to information — is treated as the field-specific gender dimension of our research.
- Ensure attention to gender balance in expert committees and participatory frameworks established by ATDO.

5.5 Measures against gender-based violence, including sexual harassment

- Zero tolerance of gender-based violence and harassment, including sexual harassment.
- A contact point (Gender Equality Officer and the President; a same-sex contact person where the reporter so wishes) with strict confidentiality and protection from retaliation.

6. Period and Revision

This Plan covers 2026–2029, in alignment with the statutory action plan period. It is reviewed annually on the basis of the monitoring report and revised by resolution of the Board of Directors.

September 18, 2026

Shigeru Yamauchi, President
Assistive Technology Development Organization (ATDO)