

TEAGASC

REPORT ON THE PUBLIC SECTOR EQUALITY AND HUMAN RIGHTS DUTY

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1. Introduction

The Irish Human Rights and Equality Commission Act, 2014, places a positive duty on public sector bodies to have regard to the need to eliminate discrimination, promote equality and protect human rights, in their daily work.

This is referred to as “The Public Sector Duty”. Section 42 of the Act sets out three core steps, as follows, to be undertaken by public bodies:

- I. in preparing strategic plans, public sector bodies must assess and identify the human rights and equality issues that are relevant to their functions – these issues must relate to all of its functions as an employer, policy maker and service provider;
- II. public bodies must then identify the policies and practices that they have in place or that they plan to put in place to address these issues; and,

- III. in their annual reports, or equivalent documents, public bodies must report in a manner accessible to the public, on their developments and achievement in that regard.

Teagasc set up a working group in 2020 to: carry out a review of the Public Sector Duty; carry out an assessment of the issues and gaps that existed for Teagasc (section 4 below); and, to develop an action plan (section 5 below). This report sets out the legislative context, Teagasc policies and processes that already exist in support of the Duty, and an action plan to address potential issues and align with the principles and spirit of the Irish Human Rights and Equality Commission Act, 2014.

2. Legislative and policy framework

The following corporate policies/legislative Acts are implemented by Teagasc, which have relevance for the organisation’s public sector equality and human rights duty.

Legislation:

- Teagasc Act 1988;
- The Freedom of Information Act, 2014;
- Access to Information on the Environment (EC Regulations 2007- 2014);
- The Data Protection Act, 1988, as amended;
- The Regulation of Lobbying Act, 2015;
- The Protected Disclosures Act, 2014;
- The Equality Acts, 2005;
- The Disability Act, 2005;
- Irish Sign Language Act, 2017; and,
- Official Languages (Amendment) Act 2021.

Policies/strategies:

- Food Wise 2025;
- Statement of Strategy 2021-2024;
- National Strategy for Women and Girls Strategy 2017 – 2020;
- Teagasc Diversity and Inclusion Strategy;
- Teagasc Gender SMART equality plan; and,
- Teagasc International Relations Programme.

3. Teagasc unit support

A number of units within Teagasc already focus some of their activities in the area of access, addressing diverse needs and being quality customer focused.

Sustainability

Contained within the Teagasc Statement of Strategy 2021-2024 under Strategic Goal 3, Teagasc provides independent science-based evidence and technologies to enable Ireland to meet commitments with regard to gaseous emissions, water quality and biodiversity. Teagasc research has identified solutions to enable Ireland to transition towards a low-carbon future and improved water quality. This work is central to helping agriculture and the country at large to become more sustainable and also to meet its commitments in the AgClimatise paper.

Quality Customer Service

The Quality Customer Service (QCS) office is responsible for raising awareness of Teagasc QCS commitments and for co-ordinating and reporting on actions to improve the Teagasc customer experience. Teagasc publishes a Customer Charter and Customer Action Plan every three years in line with Department of Public Expenditure and Reform (DPER) guidelines. The Customer Action Plan sets out a range of initiatives categorised in line with DPER's 12 Quality Customer Service Guiding Principles (see: www.gov.ie/en/policy-information/89dbad-guiding-principles-of-quality-customer-service/). These action areas include: 2) Equality/Diversity; 3) Physical Access; 4) Information; 6) Complaints; 9) Choice; and, 10) Official Language Equality. The Plan provides a framework for Teagasc to measure, report on and improve the quality of our customer services across the organisation.

Business planning

The Teagasc business planning process provides a framework for management and staff to plan operations in line with the Teagasc Statement of Strategy and to report on performance. Every business unit completes a level 3 business plan annually, detailing objectives and activities for the year ahead. These feed into programme plans at level 2, which in turn feed into an overarching level 1 Teagasc business plan each year. Progress against planned activities is reported biannually.

International affairs

Teagasc delivers a number of international development projects. Teagasc is the lead partner on some projects (e.g., project in Tanzania, project in Kenya and Eritrea). These projects are generally focused on building the capacity of the institutions in each country to improve their ability to develop their agricultural knowledge and information systems (AKIS) and support the sustainable development of their agriculture and food production systems.

Irish language

Teagasc continues to endeavour to accommodate customers who wish to deal with us through Irish. The Corporate Service department is responsible for implementing the requirements of the Official Languages Acts. This includes publishing an Irish language scheme, which sets out

the measures that Teagasc intends to put in place with regard to the provision of services through Irish. Teagasc also arranges the translation of material into Irish, including the annual report. Following consultation in 2021, Teagasc published its Language Scheme 2022-2025 in early 2022. The objective of the Scheme is to maintain and enhance the level of service available to the public through Irish. The Scheme has been formulated with the intention of ensuring that all relevant obligations under the Official Languages Act by Teagasc will be fully addressed on an incremental basis, through this and future schemes.

Public relations

Website accessibility is about enabling equal access to online content and services for all people, including, for example, those with a visual impairment. Accessibility has become increasingly important because of the considerable growth in online information provided on our website. Teagasc is committed to ensuring, insofar as practical, that everyone, including people with disabilities, can interact with the corporate website. The following guidelines have been considered in designing this website: style sheets have been used to control layout and presentation; the site uses 'relative' text sizes, which means that users can easily change the text size in their browser; "skip navigation" feature allows users with screen reading software to skip reading the navigation bar on every page and go directly to the content of the page; the site allows users to access some pages from anywhere within the site by using the appropriate access key; and, the site contains a site map and no images are animated. The website is designed so that visitors can use their keyboard and mouse to navigate around the site. The Teagasc website is meant for users, all suggestions to improve the site are welcomed and a webmaster email is provided for feedback.

Human resources

The HR department launched its People Strategy in 2018 and this was followed by a Diversity and Inclusion Strategy in July 2020. Teagasc have an Equality Officer and each Teagasc college has an Access Officer to deal with the needs of all students. Teagasc takes into account the Code of Practice for Employment of People with Disabilities and it reports to its parent department each year on disability statistics and the supports that have been put in place in the previous year. Teagasc is meeting the target of 3% and is well positioned to meet the revised target when it is revised upward to 5% in the near future.

Teagasc, as part of the Diversity and Inclusion Strategy, is advancing over 30 actions to create a more inclusive and diverse working environment. As part of the GenderSMART project, Teagasc is also working on gender equality-specific initiatives. These diversity and gender strategies will not only improve the working environment for existing staff, but also for potential future recruits, who hopefully will come to work in Teagasc with diverse backgrounds and ideas to bring to bear on Teagasc.

4. Human rights assessment

Teagasc set up a project team in Q2 2020 to assess the activities of Teagasc and identify if there are any gaps. The project team followed the guidance set out by the IHREC to carry out the assessment.



The project team first documented all of the existing processes, plans, strategies that already were contributing to the protection of person's human rights and how Teagasc outreach activities are accessible to the public at large (**Appendix 1**). The project team then developed an action plan to address any gaps that were identified.

The following activities formed part of the assessment process (step 1 – step 3 of the Duty):

- a workshop took place on July 9, 2020, with 14 staff representatives of the main functions of Teagasc – a participatory approach was used at the workshop in order to brainstorm, debate and develop possible new actions;
- a review of customer complaints was carried out by the Quality Customer Services Unit – historical customer complaints are held in a central IT system so that they can be referenced if required;
- a review of customer surveys was also carried out by the unit;
- Teagasc has an extensive evaluation system in place – in addition, the Evaluation Unit carries out non-cyclical evaluations – recent examples include a Review of Teagasc's Library Service (2017), Evaluation of the Walsh Fellowship Programme (2020) and the Net Promoter Score-based survey of Client Satisfaction (2017, 2020) – the latter will also be implemented in 2021 and 2022;
- Teagasc project team members engaged with relevant agencies to ascertain the needs of particular groups:
 - Social Farming Ireland;
 - National Disability Authority;

Appendix 1 is a further summary of the existing processes that help Teagasc to meet its obligations and to proactively reach out to the largest group of clients, stakeholders and general public including minority groups.

- AHEAD;
- Rural Resettlement;
- Mental Health Ireland; and,
- project team members also engaged with the chairs of stakeholder groups and agreed to discuss the public sector duty in 2021 meetings.

Appendix 1 is a further summary of the existing processes that help Teagasc to meet its obligations and to proactively reach out to the largest group of clients, stakeholders and general public including minority groups. The next section details the key actions identified (step 3) from the assessment by the project team of how the existing processes can be enhanced or new actions put in place.

5. 2021-2023 Action Plan

Following the human rights assessment in Q2-Q3 2020, the following new actions have been identified in order to meet the Public Sector Duty construed by the public sector equality and human rights legislation.

Programme area	Description of action	Owner	Timeline
Stakeholder groups	<ol style="list-style-type: none"> (1) Review and update the process of selecting people for stakeholder groups to ensure that the process allows for diversity. (2) Consider setting up a stakeholder group of non-clients. (3) Create a new stakeholder group, which would include representatives from organisations such as Social Farming Ireland, Rethink Ireland, Wheelchair Association of Ireland, etc., in order to tap into issues as identified by these organisations. This may require an annual meeting of this group to facilitate two-way communication between Teagasc and these organisations. 	Heads of Programmes Regional managers Head of Advisory Services Head of Advisory Services	Q3 2021 Q3 2021 Q3 2021
Advisory regions	<ol style="list-style-type: none"> (1) Complete works to ensure all offices have disability parking, wheelchair ramps, disability toilets, etc. (2) Use multiple forms of communication of messages to reach a wide and varied audience. Written, audio, social media, text messaging, local press, and collaboration with other industry stakeholders. (3) Activate subtitles on all local, regional and national webinars for those with a hearing impairment. 	Head of Advisory Services Regional managers/advisory staff Regional managers/Specialists/ Heads of Programmes	 2021 and ongoing
Publications	<ol style="list-style-type: none"> (1) Explore feasibility of our main publications available on our website being compatible with software for visually impaired (e.g., JAWS). (2) Communicate widely using social media, etc., to inform the wider public when editions of Teagasc publications are published on the website. 	Public relations 	2021 2021
Website	Teagasc to investigate if the website can be optimised so that the visually impaired can learn/hear the content on the page.	Teagasc Web Editor Teagasc public relations	2022
Research publications	Voice recordings of key research findings that are of interest to the public at large.	Teagasc researchers in collaboration with public relations	2022
Human resources	<ol style="list-style-type: none"> (1) Recruitment: be more flexible about job locations, which will broaden their appeal to people of more varied backgrounds and locations. (2) Review advertising effectiveness: to ascertain if our advertised posts are reaching a diverse audience. (3) Review job descriptions: to assess whether the language and vocabulary is open and inviting to a broad range of candidates. (4) Update Teagasc disability and equality policies. Progress actions addressing the Irish Sign Language Act, 2017. (5) Develop a partnership with a relevant agency to support placements of people with disabilities. (6) Roll out the actions in the Teagasc Diversity and Inclusion Plan. (7) Update Teagasc Dignity at Work Policy to reflect the new IHREC and WRC Codes of Practice on sexual harassment and harassment at work. (8) Carry out a pay audit in line with the new IHREC Code on Equal Pay and Gender Pay Gap Legislation. 	Human resources Diversity and inclusion project team Human resources Human resources	2021 2022 Started, ongoing 2022 2022 2020-2023 Q4 2022 Q4 2022

Programme area	Description of action	Owner	Timeline
Learner support	<p>(1) Continue to promote a consistent learner support service across all colleges and educational centres primarily facilitated by appointed Access Officers.</p> <p>(2) Provide learners with a simple map of services and supports available and a direct point of contact if needed. Ensure consistent development and branding of this information to learners across all colleges and centres.</p>	Head of Education/Head of CDSU/college and regional management	2023 2021
Blended/hybrid learning	<p>Blended learning enables the learner to access the materials from anywhere at any time, while enjoying the benefits of face-to-face support and instruction. It provides flexibility and accessibility for more learners. Actions include:</p> <p>(1) Provide adequate training for all education staff involved in blended learning.</p> <p>(2) Provide and support all learners via blended learning.</p> <p>(3) For learners who require additional learner support provide adaptive/assistive software to support reading, listening, and writing.</p>	Head of Education/Head of CDSU/college and regional management	2021 onwards
Programme design and recruitment of students	<p>(1) Encourage diverse prospective learners who can apply for courses that have flexibility and adaptability.</p> <p>(2) Continually review and increase the elective options available to learners to reflect industry requirements and course feedback.</p> <p>(3) Provide accredited courses via full time and component learning delivered via Teagasc Education, Evolve and ConnectEd.</p> <p>(4) Adopt a universal design for learning to ensure that our courses/delivery/curriculum are accessible to all.</p>	Head of Education/Head of CDSU/college and regional management	2021 and ongoing
Learner satisfaction surveys	<p>All learners surveyed at end of all courses – survey of course content, delivery, assessment, facilities, and individual modules.</p> <p>(1) Develop a survey that captures the personal experience of the learner in relation to equality and use this to identify the policies and practices that are necessary to address these issues.</p> <p>(2) Exit survey for learners who drop out of courses – standardised to determine if related to equality/diversity issues – reference Teagasc Diversity and Inclusion Strategy.</p>	Head of Education/Head of CDSU/college and regional management	2021 and ongoing
Access to education programme	Engage with local schools and communities to raise awareness of higher education opportunities and careers in farming and the wider agricultural industry. Continue to develop and promote the Teagac Access programme, thereby facilitating equal access to educational opportunities.	Head of Education/Head of CDSU/college and regional management	Ongoing 2023
Today's Farm	Promote the accessibility of the magazine and examine access for those who are visually impaired.	Knowledge Transfer	2022

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Programme area	Description of action	Owner	Timeline
Corporate documents	Ensure language is inclusive and includes relevant diversity and inclusion logos and the GenderSMART values. Incorporate usage of the gender sensitive language guidelines published by the GenderSMART project.	Public relations, Knowledge Transfer, Research Research and HR	2021 and ongoing 2022 and ongoing
National Farm Survey (NFS)	An NFS obligation is to select farms by farm and farming systems, so as to be representative of the underlying farm population. In this regard, it fulfils its legal obligations and delivers as per other EU countries that provide data to the farm accountancy data network (FADN). There is no obligation to select individual farmers to be representative of farming population at the farmer level.	NFS unit	2021
Reviews and evaluations	(1) Include diversity and equality as areas of inquiry in reviews and evaluations. (2) Include diversity and equality as criteria for choosing review panel members.	Evaluation unit	Ongoing/in progress
Literacy	Identify ways in which literacy issues among clients can be identified and addressed. Suggestion – survey with existing clients or for new clients where this forms part of the details obtained (this must be done sensitively).	Head of Advisory/regional managers	Ongoing/in progress
Mental health issues	Identify ways in which mental health issues of Teagasc clients can be positively and actively addressed. Suggestions: (1) Partnership with Health and Safety Specialist/John McNamara to address and promote in the same manner as farm safety. (2) Set up help line. (3) Allocate time during discussion groups for a relevant expert to address mental health issues on a regular basis. (4) Put in place training for advisors in relation to coping with mental health issues (from the perspective of their clients). (5) Teagasc Student Assistance Programme provided to Level 5/6 full-time/part-time and distance education learners. (6) Well-being webinars to be organised for learners and staff for 2021/2022 academic year. (7) Smart consent workshops are organised annually for full-time students in conjunction with NUIG.	Head of Advisory/regional managers	Ongoing/in-progress
Diversity awareness training	(1) Ongoing training for staff and managers on gender, diversity, discrimination and unconscious bias topics.	HR	Ongoing/In progress

6. Conclusion

Teagasc is fully committed to the protection of human rights and the promotion of equality for its employees, customers, external stakeholders and interested parties. It will continue to promote and implement the values set out in its Statement of Strategy and Diversity and Inclusion Strategy.

We will consult, on an ongoing basis, with both internal and external customers and, update our Public Human Rights Action Plan to address any issues arising, in the context of obligations under the Human Rights and Equality Act, 2014. This action plan will be reviewed and reported on once a year.

Appendix 1: Assessment of current activities

Advisory services

Existing process *	Description	Group that it serves	Ownership
Office/clinic network	Teagasc has 50 offices and numerous advisory clinics, therefore making it very accessible to the diverse needs of its clients and potential clients.	Farmer clients/industry stakeholders	Knowledge Transfer Directorate/regional advisory staff
Client surveys	Net promoter score surveys to evaluate client satisfaction.	Regional advisory staff Clients	Knowledge Transfer Directorate
Farm walk public events	Teagasc hosts public events such as seminars, farm walks, workshops, and clinics that are open to the public.	All farmers and people with an interest in the agricultural industry	Regional advisory staff, specialists, researchers
Local radio/social media	Advisors contribute to local agricultural radio slots on a weekly basis with technical advice and information.	All farmers and people with an interest in the agricultural industry	Regional units
Written media	Weekly technical articles in local papers.	All farmers and people with an interest in the agricultural industry	Regional units
Advisory service	Agricultural advisory service delivered to paid-up Teagasc clients through office and phone consultations, scheme support, discussion groups and public events. New farmers can request to become a Teagasc client at any time – all farmers are accepted as clients.	Teagasc clients	Regional units

*Existing process – this is a description of relevant Teagasc activities/services or infrastructure that already exist within Teagasc, that help to ensure we are delivering an accessible service to the customers, stakeholders and the public at large.

Education services

Existing process	Description	Group that it serves	Ownership
Access officers/learning support officers	Learners, without prejudice, are invited to declare specific learning difficulties. Access officers carry out a needs assessment and co-ordinate learner supports as appropriate, providing reasonable accommodation.	Teagasc learners and prospective applicants	Head of Education/Head of CDSU/college and regional management/access officers
Accommodation and modification of training facilities to meet specific student needs	Modification of training facilities, e.g., handling facilities for skills training.	Teagasc learners	Head of Education/Head of CDSU/college and regional management/access officers
National learning support specialist	Lead person in Teagasc's learner support system with responsibility for development, updating and promotion of Teagasc learner support and access policies and practices. Provide support and training to access officers.	Head of Education/Head of CDSU/college and regional management, access officers and Teagasc learners	Curriculum development and standards unit
Student assist programme	Our student assistance programme (SAP) provides students with access to counselling support to help them cope and deal more effectively with any personal problems.	Teagasc learners	Head of Education
Learner satisfaction surveys	All learners surveyed at the end of all courses – survey of course content, delivery, assessment, facilities, and individual modules.	Head of Education/Head of CDSU/college and regional management, teachers, and Teagasc learners.	Head of Education/Head of CDSU/college and regional management
Blended/hybrid learning	Blended learning enables the learner to access the materials from anywhere at any time, while enjoying the benefits of face-to-face support and instruction. Provides flexibility and accessibility for more learners – direct response to Covid-19.	Teagasc learners	Head of Education/Head of CDSU/college and regional management
Student council	Increasing student involvement in the college and listening to their collective issues.	Teagasc learners	College management
College open days	Traditionally delivered face-to-face with national open days in all colleges. Due to Covid-19 the method of delivery changed to virtual open days.	Public and prospective applicants	Head of Education/Head of CDSU/college and regional management

Research activities

Existing process	Description	Group that it serves	Ownership
<i>TResearch</i>	Publication/magazine presenting research activities in Teagasc, which is distributed to research communities and the public. Also available on the Teagasc website for the general public to access.	Research community Stakeholders Public at large	Research Operations Department
STEM programme/Science Week	Teagasc runs STEM activities during Science Week and International Girls in Science Week to encourage careers in science.	Students	Research Operations Department Public Relations Department
Members of International Research Advisory Board	The Advisory Board advises on how international research is undertaken. Standing Committee on Agricultural Research (SCAR).	General public	Directorate of Research
National Farm Survey	Farm management/financial data collated on a representative sample of Irish farms, selected by size and system. Part of Ireland's obligation to submit Irish farm data to EU Commission Farm Accountancy Data Network (FADN). This survey data helps to inform policy, which will in turn benefit the sector at large.	It serves a wide purpose, nationally and internationally and the data is used extensively to inform other research projects, policy analysis by Teagasc and other national and international research institutes, universities, farming organisations, etc.	Agriculture and Economics and Farm Surveys Department
Science YouTube series for kids	Teagasc researchers have created a series of videos describing how to carry out scientific experiments at home with materials that are easily available.	Primary/secondary school age children	Research Operations Department
Experiment pack for secondary schools	Teagasc has developed a pack that schools can use to easily carry out experiments in school. (Shauna Holden – e.g.: demonstrating soil capillarity.)	Secondary school students and teachers.	Research Operations Department
Dissemination of Teagasc research in an accessible way through a number of platforms – this ensures that the public at large can access research content.	Examples of dissemination efforts: 1. RTÉ host a website dedicated to sharing information about science and research, in an easily accessible format (language), so it is of interest to the public at large. 2. The Pig Development Department (PDD) has an annual conference day where the research programme in the department is highlighted, as distinct from the pig conference, where there is more technical information for producers and the public at large. 3. Open days 4. Research project updates 5. Research alumni network	General public, science journalists, researchers for TV, radio programmes, etc.	Research Directorate
Walsh Scholar seminar	An event to celebrate the achievements of our Walsh Scholars. The selection process is more transparent where all students can compete equally.	Walsh Scholars, Teagasc and university supervisors, other Teagasc researchers	Research Operations Department

Research activities

Existing process	Description	Group that it serves	Ownership
Events to support early career researchers (ECRs)	An online ECR webinar was recently organised as part of an online conference for the International Society for Applied Ethology. Five panellists were invited who had started off doing PhDs in Ethology, and subsequently moved into a range of careers, e.g., a professor, working in industry, working for an animal advocacy organisation. We also included a presentation on how Covid is affecting people (career, mental health, etc.). Feedback has been good, with lots of ideas for future events.	Early career researchers	Research Operations Department
Grant reviewing activities	As well as ad hoc grant reviewing activities, Teagasc partakes in the grant reviewing process for other research councils – for example, the British Biotechnology and Biological Research Council (BBSRC), as well as for various EU funding streams.	Researchers in Europe (and potentially further afield)	Research
Liaison with international organisations	Individual researcher involvement with professional societies and organisations that promote research activities.	It provides opportunity for networking and career advancement for the researcher, and increased exposure of our research internationally. Involvement of Irish researchers in international organisations also potentially increases diversity within those groups.	Research
Student internships	Teagasc offers positions for undergraduate and postgraduate students to carry out placements and internships.	Internship students, Teagasc postgraduate students, researchers	Research
TV shows – <i>10 Things to Know About Science</i> , <i>Big Week on the Farm</i> , etc.	Teagasc researchers have participated in specialised science shows previously.	General public	Research
GenderSMART project	As part of an Horizon 2020, the research unit is leading the GenderSMART project. A gender equality plan has been developed and the actions will be delivered over 2021-2023.	Staff Future recruits Third-level students	Head of Research Operations

Dissemination/public relations/external communications

Existing process	Description	Group that it serves	Ownership
Annual Report	Producing the Teagasc Annual Report and Financial Statements is a statutory obligation for Teagasc and is a vehicle for the organisation to describe its activities broadly in the reference year, but also in specific areas such as energy saving, human rights, etc. The Teagasc Financial Statements are a key component of the Report.	The Teagasc Annual Report is produced by Teagasc and delivered initially to the Department of Agriculture, Food and the Marine (DAFM). The DAFM brings the Report to the Government Cabinet for approval and the Report is laid before the houses of the Oireachtas, where it can be viewed by Senators/TDs, etc., before being published and made available to the wider public. Hard copies are produced in Irish and English and the Report is available on the Teagasc website.	Knowledge Transfer
<i>Today's Farm</i>	Publication/magazine distributed to Teagasc Knowledge Transfer clients and other stakeholders, which presents new ideas, innovations and knowledge dissemination. The magazine informs the readership of the wide range of Teagasc activities/services, etc. The magazine is made available to national and international (e.g., British) public libraries and is displayed in their periodical sections for public viewing. The magazine is available freely on the Teagasc website.	Farmers, other stakeholders such as agricultural science teachers, vets, commercial organisations, other research organisations and communication media.	Knowledge Transfer
Social media – Twitter, Facebook, LinkedIn, Instagram, blogs	Dissemination tool – videos, photos, short text	General public	Public relations
Podcasts and webinars	Podcasts are pre-recorded for various enterprises. Monthly webinar series, etc. These presentations are live, enabling attendees to ask questions.	Primarily stakeholders in the industry Public at large Podcasts and webinars are recorded and made available on the Teagasc website to facilitate farm owners, so that they can listen at a time that suits them.	Various departments
Contribution to externally organised STEM events, Young Scientist & Technology Exhibition, Munster Maths and Science Fair (MMSF), etc.	Public events which allow engagement between young people and scientists.	General public, primary and secondary school students	Various departments
Attendance at careers events	Contributing to events organised by secondary schools or universities, usually by managing a stand/table to promote Teagasc.	Secondary and university students, schools, universities	Various departments
Research seminars/conferences	Teagasc practice is to ensure there is a diversity of speakers. Seminars available in various formats and events are also recorded so that people can access them at a time that suits.	Research community	Research and Knowledge Transfer
Research impact publication	Articles with short concise narratives on the demonstrable effects that research projects have had on policy, practice, and society.	Policy, industry stakeholders	Research

Human resources

Existing process	Description	Group that it serves	Ownership
HR strategy	<p>HR strategies are developed in a consultative way, so that the needs of staff are taken into account. Staff with diverse backgrounds, gender, age, ability are included in staff workshops.</p> <p>The Teagasc Diversity and Inclusion Strategy is progressing a number of actions.</p> <p>Teagasc has set up an internal working group to focus on supports for people with disabilities. The working group is called 'breaking the barriers'.</p>	Staff, future recruits, third-level students	Head of HR
Disability Policy and disability reporting	Teagasc takes into account the Code of Practice for Employment of People with Disabilities and reports to its parent department each year on disability statistics and the supports that have been put in place in the previous year. Teagasc is meeting the target of 3% and is well positioned to meet the revised target when it is revised upward to 5% in the near future.	Staff, future recruits, third-level students	Head of HR
Equality Policy	Teagasc has an Equality Officer and each Teagasc college has an access officer to deal with the needs of all students.	Staff, future recruits, third-level students	Head of HR
Gender equality	As part of the GenderSMART project the HR department is implementing a number of gender equality initiatives, which are set out in the Teagasc Gender Equality Plan (GEP).	Staff, future recruits, third-level students	Head of HR

