



Instituto Politécnico de Tomar

# RECONCILIATION POLICY

For the Instituto Politécnico de Tomar (IPT) the reconciliation of professional, family and personal life is an integral part of the action plan and decisive in the definition of the strategy for a sustainable future, thus contributing to improve the effectiveness and efficiency of the Sistema de Gestão da Conciliação (SGC) by complying with the legislation and other applicable requirements.

The Vision, Mission, Values and Principles of Ethics and Conduct reinforce this policy in order for the IPT to be a pioneering and landmark institution in this regard by committing to the following measures:

- Good labour practices  
Ensure quality standards by making the commitment to continue improving/increasing performance, developing a set of practices and measurable objectives in order to ensure the quality of services and of the organisational environment as well as compliance with the principles reflected in the SGC.  
Integrate risk-based thinking as a support to planning, considering the risks and opportunities associated to its processes and stakeholders, taking measures to prevent and reduce undesired effects and achieve improvement in promoting staff satisfaction, involvement and motivation.
- Services and benefits  
Continue to promote and conclude agreements that meet the needs of the relevant stakeholders (staff, families and students).
- Professional support and personal development  
Stimulate and support internal and external training actions favouring the professional development and updating of staff.

The IPT supports and fosters an inclusive, efficient and effective communication, adopts a position which is favourable to gender equality practices and ensures the monitoring and improvement of the SGC.

The Board has responsibility for ensuring the implementation of this policy among all stakeholders relevant to the service and the competent authorities.

18 March 2024

The President of the Instituto Politécnico de Tomar,

  
(Professor João Paulo Pereira de Freitas Coroado, PhD)