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***Template for conducting Transfer Agent Interview***

What is your position within your institution (Management)?

Do you have responsibility for budget and resources?

What was your motivation to act as a Transfer Agent in Gendertime?

Was it fulfilled so far?

How much (working) time do you personally invest on Gender Activities?

How did the gender activities start at your organisation? Since when does an action plan exist?

What measures did it comprise?

What are current gender initiatives and aspirations?

What kind of expectations are raised on the GenderTime Project? What kind of impact do you /does your organisation expect?

What about the GenderTime Team and content – did you get input or information? Can you translate the information to your organisation?

How has Gender Time influenced your organisation so far?