

# Board of Governors General Conference

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Item 6 (c) (ii) of the Board's provisional agenda  
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Item 23 (b) of the Conference's provisional agenda  
(GC(47)/1)

## Personnel

### Women in the Secretariat

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#### **Summary**

- Resolution GC(45)/RES/15.B (Women in the Secretariat) adopted by the General Conference on 21 September 2001, requests the Director General to report biennially on progress made in rectifying the gender imbalance and in improving the representation of women in the Secretariat.
- This report presents the efforts made by the Secretariat in pursuing this goal during the period from 1 July 2001 to 1 July 2003 and the activities to integrate the Platform for Action developed at the United Nations Fourth World Conference on Women into the Agency's relevant policies and programmes.

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#### **Recommended Action**

- It is recommended that the Board of Governors consider and take note of this report and submit it to the General Conference for its consideration.

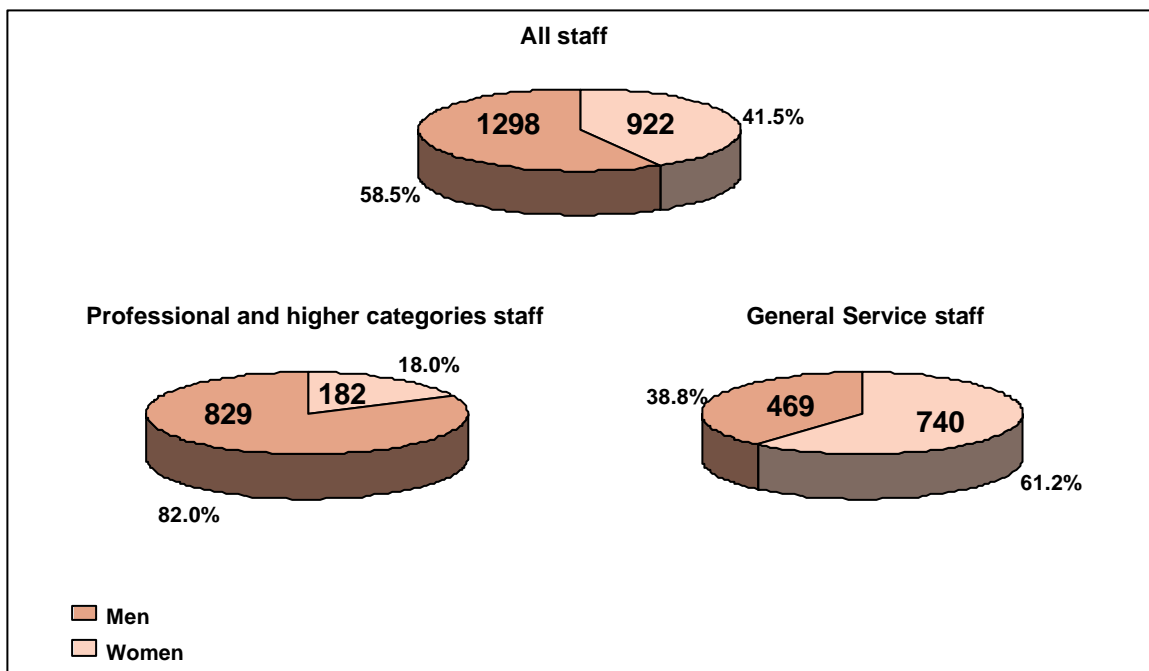
# Personnel

## Women in the Secretariat

### A. Representation of Women in the Secretariat

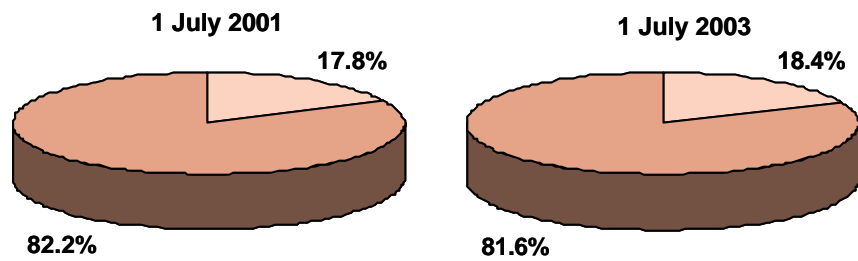
1. As at 1 July 2003, the total number of female staff in the Secretariat was 922, representing 41.5% of the overall staff complement. This number includes women from the General Service category (61.2% of all staff in that category), comprising a variety of positions including, for example, laboratory technicians, public information clerks, accounting assistants and procurement clerks. The share of all women in the Professional and higher categories (which includes, in addition to staff holding regular posts, all staff such as cost-free experts, consultants and staff paid from extrabudgetary funds) has slightly increased, from 17.6% in July 2001 to 18.0% in July 2003.

**Overall Composition of Staff by Gender and Category**  
**1 July 2003**



2. The remaining part of this report relates to ‘regular staff’ in the Professional and higher categories ? defined as all staff in these categories who are subject to the Staff Regulations and Rules, who have been appointed in accordance with standard recruitment procedures through funds provided in the Regular Budget, and who hold a fixed-term contract of one year or more (this has been the basis for earlier reporting). The following charts show the number and percentage of women at each grade level in the Professional and higher categories, and the number and percentage of women by occupational grouping. The percentage of female staff in the Professional and higher categories has increased by 0.6% since July 2001 and currently represents 18.4% of the total number of staff in that category.

**Professional and Higher Categories Regular Staff  
Percentage of Posts Occupied by Women and Men**

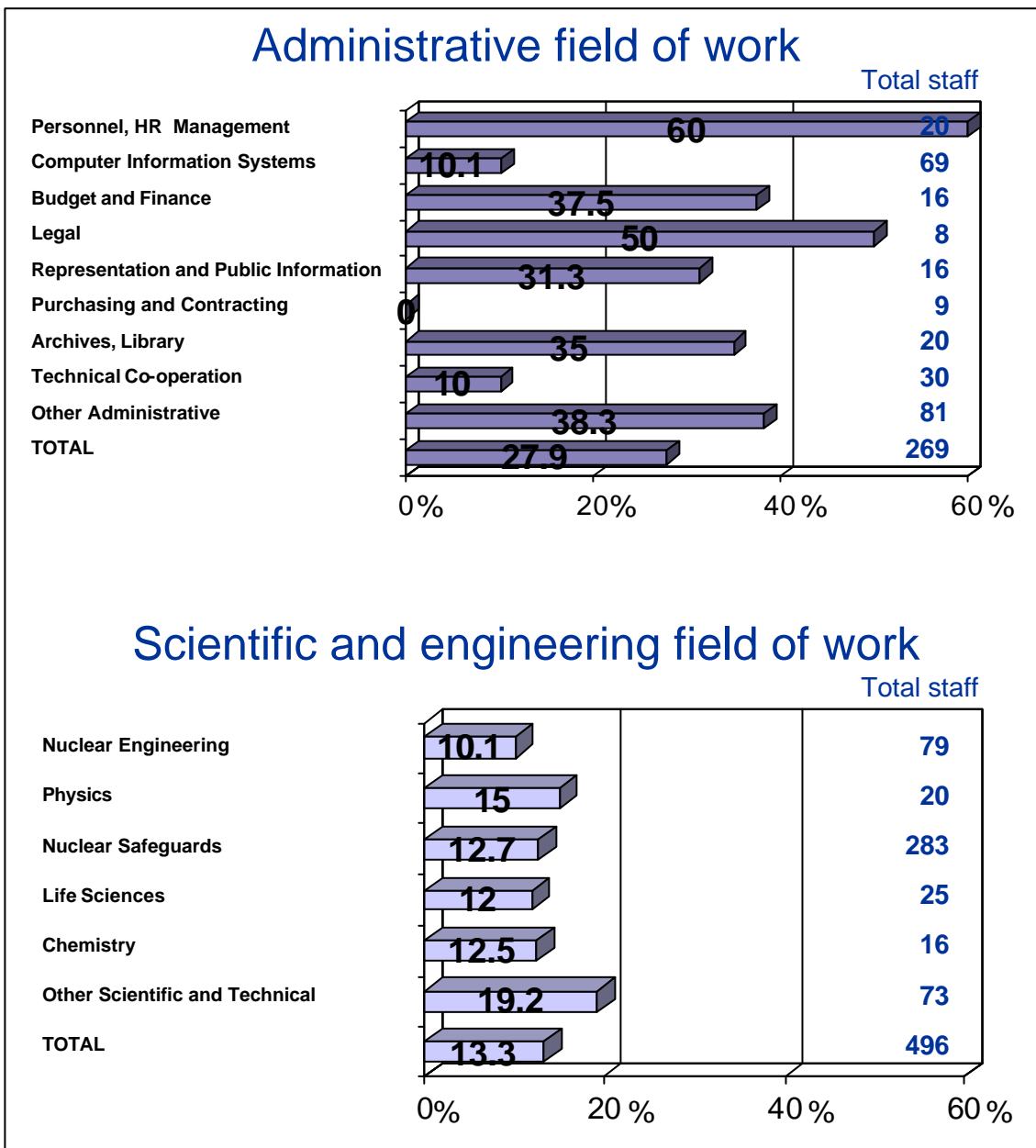


Grade	Number of female	% of female	Number of male	% of male	Grade	Number of female	% of female	Number of male	% of male
DDG	-	-	6	100	DDG	1	16.7	5	83.3
D-2	1	10.0	9	90.0	D-2	-	-	5	100
D-1	3	13.0	20	87.0	D-1	4	13.3	26	86.7
P-5	20	10.9	163	89.1	P-5	20	11.2	158	88.8
P-4	40	16.7	199	83.3	P-4	42	16.2	218	83.8
P-3	47	21.7	170	78.3	P-3	57	22.8	193	77.2
P-2	17	40.5	25	59.5	P-2	17	50.0	17	50.0
P-1	1	33.3	2	66.7	P-1	-	-	2	100
<b>Total</b>	<b>129</b>	<b>17.8</b>	<b>594</b>	<b>82.2</b>	<b>Total</b>	<b>141</b>	<b>18.4</b>	<b>624</b>	<b>81.6</b>

**Men**  
 **Women**

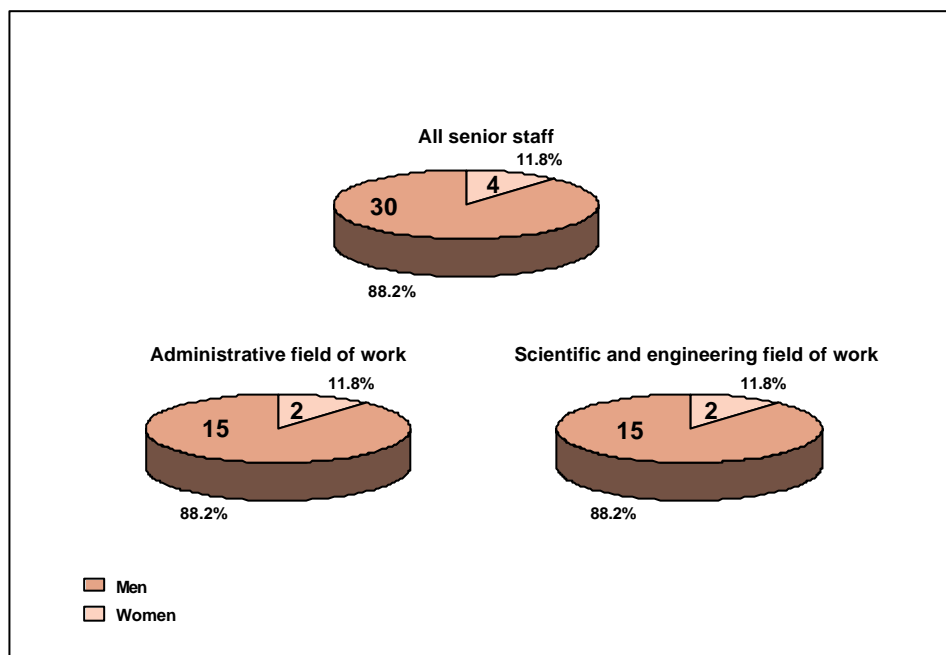
3. The distribution of regular staff by gender and occupational grouping still shows a significant gender imbalance in relation to the administrative versus the scientific and engineering fields. The percentage of women in the administrative field is 27.9%, whereas in the scientific and engineering field it is only 13.3%.

**Professional and Higher Categories Regular Staff  
by Occupational Grouping  
Percentage of Posts Occupied by Women  
1 July 2003**



4. The gender imbalance is also evident at the senior staff level in both the scientific and engineering and administrative occupational groupings. Women represent 11.8% of the Agency's senior staff, a slight increase of 1.8% since July 2001. For the first time in the history of the Agency, a female Deputy Director General has been appointed.

**Professional and Higher Categories Regular Staff  
(at the Level of Director (D-1) and above)  
1 July 2003**



**B. Representation of women in the Professional and higher categories in the United Nations system**

5. Pursuant to General Assembly resolution A/RES/56/127 of 19 December 2001, the UN Secretary-General is required to report on improvements of the status of women in the United Nations system. According to the latest report from October 2002, the overall proportion of women staff in the Professional and higher categories in the United Nations system was 33.7%. Among organizations with the highest representation of women (more than 30%) were the United Nations Population Fund, the United Nations Relief and Works Agency for Palestine Refugees in the Near East, UNAIDS, the World Food Programme and the United Nations Children's Fund. Organizations having between 20% and 30% of women were the United Nations High Commissioner for Refugees, the UN Secretariat, UNESCO, WHO and the International Maritime Organization. The Agency was in the group with the representation falling between 10% and 20%, together with UNDP, ILO, the International Fund for Agricultural Development, the World Intellectual Property Organization and FAO. Six organizations were reported to have no women Professional staff: the International Trade Centre, the United Nations Conference on Trade and Development, the International Training Centre of the International Labour Organization, the International Civil Aviation Organization, the Universal Postal Union and the International Court of Justice.

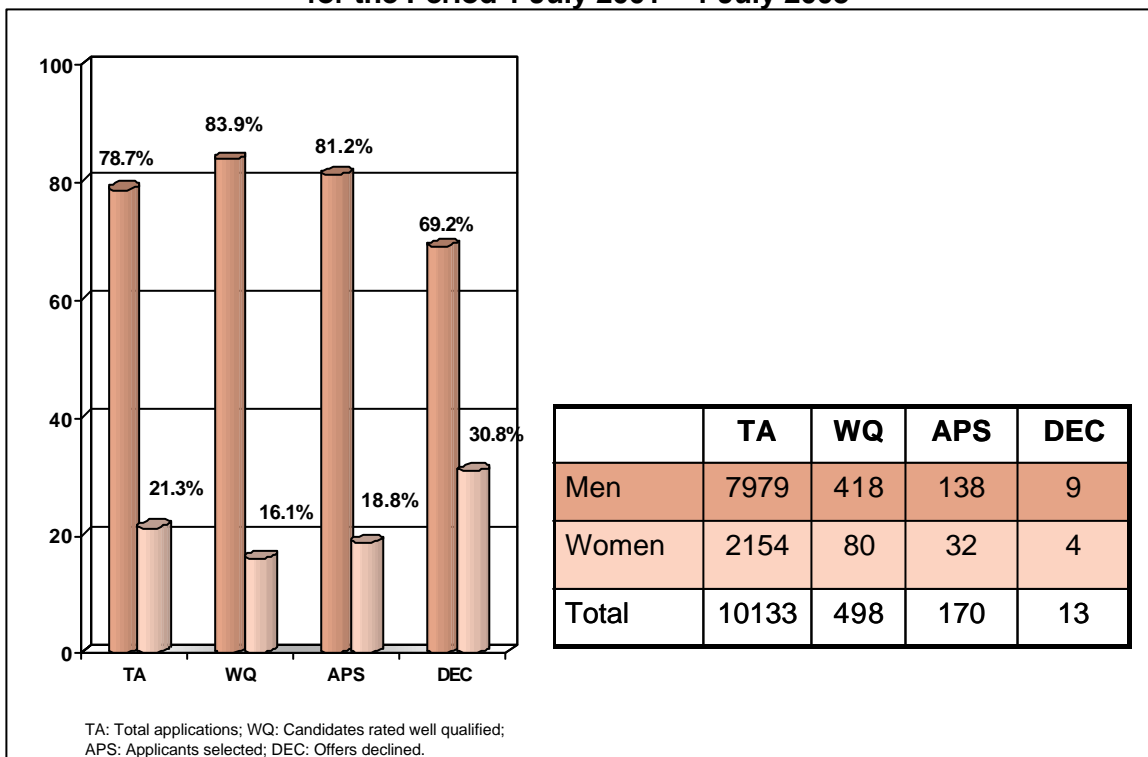
### C. External appointments in the Professional and higher categories

6. Of the 72 new recruits to the Agency in the administrative field during the period July 2001 – July 2003, 19 (26.4%) were women, and 19 (15.8%) of the 120 new staff in the scientific and engineering field of work were women. Taken together, the overall number of women recruited (38) represented 19.8% of external appointments (compared with 17.5% for the previous reporting period).

### D. Outside applications and recruits to regular posts during the period July 2001 – July 2003

7. During the reporting period, 10 133 outside applications were received: 21.3% from women and 78.7% from men. The low percentage of applications from women could be a reflection of the lesser participation of women in the nuclear field. Among those considered well qualified, 80 (16.1%) of the applications were from women and 418 (83.9%) were from men. Among the selected candidates, 32 (18.8%) were women and 138 (81.2%) were men. The share of well qualified women in the scientific and engineering field of work was 9.6% in 2003, compared with 6.5% in 1999 and 9.8% in 2001. In 71% of those cases where external women applicants were rated well qualified and an external candidate was selected, a woman was selected for the position. This is a clear indication that strong efforts have been made during the selection process to emphasize the gender balance issue.

**Professional and Higher Categories Regular Staff  
Outside Applications for which the Selection has been Completed  
for the Period 1 July 2001 – 1 July 2003**



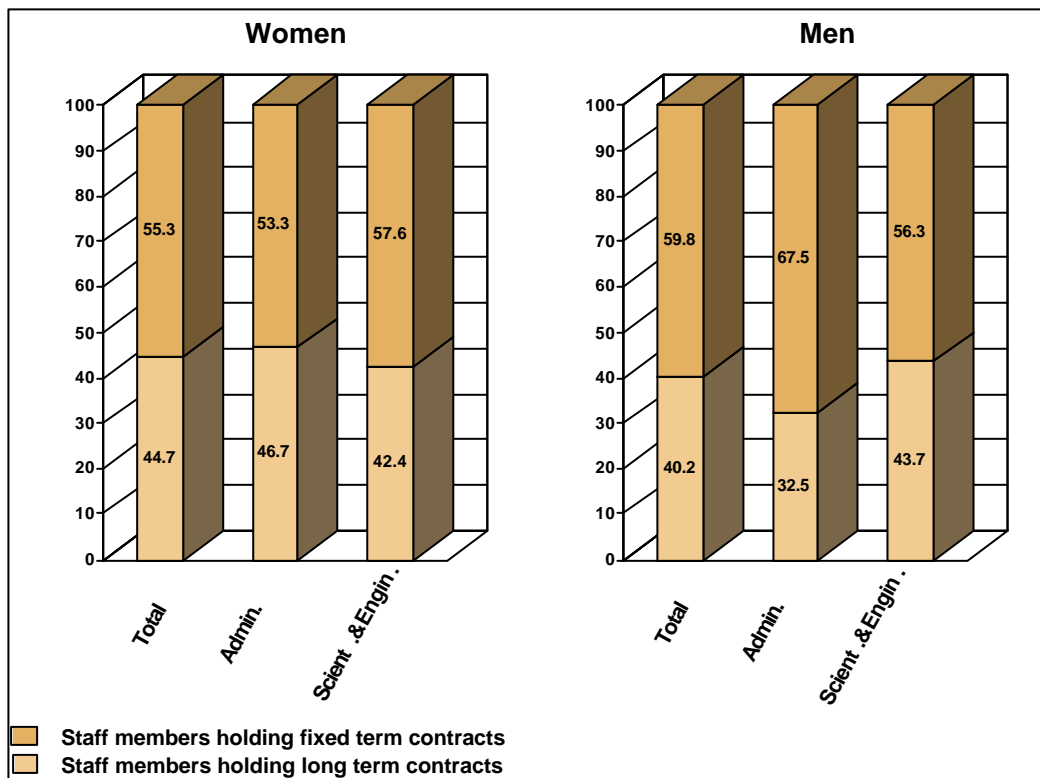
8. While every effort is made to appoint well qualified women to vacant posts, these efforts are sometimes in conflict with competing interests generated by General Conference resolutions related to increasing the representation of staff from unrepresented, under-represented or developing Member States (most recently in resolution GC(45)/RES/15.A).

9. In cases of comparable qualifications for a post, special consideration is given to female candidates from developing countries and those coming from unrepresented and under-represented States. Furthermore, in those cases where women are rated well qualified, but not recommended for appointment, managers are expected to quote the reason for the decision.

### E. Women holding long term contracts

10. In the light of the difficulties in recruiting women in the nuclear field, the Agency continues to take steps to retain women who are already staff members. The percentage of women holding long term contracts is 44.7% of the female staff compared with 40.2% for male staff. The share of women holding long term contracts in the scientific and engineering field is 42.4%. This is a significant increase compared with the last reporting period (the percentage in July 2001 was 29.8%). In the administrative field of work, the percentage of women holding long term contracts is 46.7%, while for men it is 32.5%.

**Professional and Higher Categories Regular Staff  
Breakdown by Contract  
1 July 2003**



## **F. Measures taken in support of increasing the number of female staff in the Professional and higher categories**

11. Building on the measures already in place and outlined in the previous report, the Secretariat has continued to address the issue of increasing the representation of women in the Agency in the following ways:

- The Director General has reiterated to all senior staff his commitment to increase the number of women Professional staff, particularly at the Agency's Senior Management Conference in January 2002. The new initiatives planned were disseminated through an article in the *IAEA Bulletin* (No. 2, 2002), some of which are mentioned below;
- A new Agency website on women has been launched ([www.iaea.org/women](http://www.iaea.org/women)) to disseminate information on the gender dimension of the Agency's work and attract new interest in nuclear science. It features the contribution of women to the work of the Agency and includes information on women heading nuclear bodies in Member States, past and present contributions of women in the nuclear industry and a selection of Agency activities contributing to the welfare of women in the developing world;
- The International Advisory Group on Gender Issues, which was established in 2001, continued its work in support of the General Conference resolution on women in the Secretariat. One of its recommendations led to the above-mentioned website on women. Furthermore, the preparation of a questionnaire to determine the root causes for the under-representation of women in the Secretariat as well as a policy on gender mainstreaming<sup>1</sup> are planned;
- Part time work, which had been an established practice for the General Service category, has now been extended to Professional staff. The new policy has already been incorporated in the Staff Regulations and procedures for implementation are being drafted and will be issued in the near future;
- A system has been established for senior managers to report on an annual basis on progress made towards increasing the number of women in the Professional category;
- A training course for female staff members on personality and gender in management, which focused on skills women need to develop as managers, was conducted;
- A large amount of material is available at the Learning Resource Centre for staff members and spouses seeking career development. This includes job vacancies open to non-German speakers in Vienna. On occasion, assistance has been given to male spouses to find employment, as a means of providing tangible support to the recruitment and retention of women in the Professional category in the Secretariat;
- There is an ongoing dialogue between Member States and the Secretariat regarding possible measures which Member States could adopt to identify suitably qualified female candidates for positions in the Agency;

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<sup>1</sup> The concept of gender mainstreaming was established as a global strategy for promoting gender equality in the Platform for Action adopted at the Fourth World Conference on Women held in Beijing in 1995. *"Mainstreaming a gender perspective is the process of assessing the implications for women and men of any planned action, including legislation, policies or programmes, in all areas and at all levels. It is a strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring and evaluation of policies and programmes in all political, economic and societal spheres so that women and men benefit equally, and inequality is not perpetuated. The ultimate goal is to achieve gender equality."*

- A 'Travel Kit' consisting of a PowerPoint presentation on employment with the Agency with special mention of job opportunities for women has been developed. Staff Members on duty travel or hosting international conferences, workshops and/or meetings are requested to use the Travel Kit to inform suitably qualified male and female participants;
- The Secretariat regularly provides information on vacancy notices for Professional staff to more than 70 women's organizations in the field of science.

## **G. Activities in support of the Beijing Platform for Action**

12. The Agency contributes to economic and social development through the application of nuclear technologies. It works in partnership with governments and other international organizations to support initiatives to improve human health, particularly the health of women in developing countries, reduce poverty, enhance food security, and manage the sustainability of the natural environment. In co-operation with Member States, the Secretariat is supporting projects aimed at:

- Improving women's health through better nutrition;
- Controlling life threatening communicable diseases;
- Expanding cancer treatment through radiation therapy;
- Preventing osteoporosis;
- Contributing to safe motherhood.

13. The Department of Technical Co-operation continues to work on the improvement of the daily lives of women in developing countries. A brochure entitled *Science Serving People*, which included special emphasis on women, was published in 2002.

## H. Conclusion

14. The greatest challenge facing the Agency in dealing with the gender issue is the low availability of women scientists in the nuclear field. As reported in 2001, statistics provided by the Nuclear Energy Agency of the Organisation for Economic Co-operation and Development (OECD)<sup>2</sup> have shown that the overall number of graduate students in nuclear related areas of study remained low because of the perception of poor job prospects as nuclear plants are privatized and government support for nuclear programmes is reduced. Under those circumstances, the resource pool of women in the nuclear field, which was never adequate, is diminishing further. This is an external factor over which the Secretariat's control is limited. As a result, the Secretariat focuses on internal measures in order to ensure that there is no bias against women, particularly in the selection process as well as in the retention of female staff, as previously indicated in this report.

15. The Secretariat will continue to address the gender imbalance prevailing mostly in the scientific field of work and at the senior level. Further emphasis will be put on the proactive search for well qualified women. This, however, will require the full contribution and involvement of Member States.

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<sup>2</sup> *Nuclear Education and Training: Cause for Concern?*, OECD, Paris (2000).