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Item 23(b) of the Conference's provisional agenda
(GC(49)/1)

Personnel

Women in the Secretariat

Report by the Director General

Summary

- Resolution GC(47)/RES/14 B (Women in the Secretariat) adopted by the General Conference on 19 September 2003, 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 in the Professional and higher categories.
- This report presents the efforts made by the Secretariat in pursuing this goal during the period from 1 July 2003 to 1 July 2005.

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. Background

1. According to the 2004 Report of the Secretary-General, the overall proportion of female staff *in the Professional and higher categories* in the UN system was 36.4% (37.4% in the UN Secretariat).¹ The report shows that, within those categories, the IAEA, at 20.1%, has the lowest representation of women, followed closely by UPU (20.3%), UNU (21.4%), WMO (26.1%), ICAO (24.3%) and UNIDO (25.1%). As evidenced by these data, gender balance is a UN system-wide problem, but it is particularly pronounced in the scientific and technological fields, where the percentage of females is chronically low. By way of contrast, in human rights and development-related fields, two organizations (UNITAR, UNFPA) have reached parity and several others have surpassed the 40% mark (ICSC, PAHO, UNAIDS, UNESCO, UNHCR, WFP, UNICEF); but the scientifically oriented organizations remain below 30%.

2. In regard to the Agency, the Secretariat has, since its previous report to the Board of Governors and the General Conference in 2003, continued building on measures already in place, and has thereby continued to improve the percentage of women in the Professional staff.

Recruitment measures

- The Division of Personnel fosters a continuous dialogue with Member State representatives to encourage applications by well qualified female candidates for Agency vacancies.
- A consultant with experience in gender mainstreaming in other UN organizations was engaged in March 2005 and submitted a report for implementing a comprehensive gender mainstreaming policy.
- At the invitation of Member States, five recruitment missions have been carried out. These missions provide the opportunity, once more, to emphasize the need for well qualified female candidates to be put forward. It should be noted that the Secretariat has no established budget

¹ 'Improvement of the Status of Women in the United Nations System,' Report of the Secretary-General, A/59/357, 20 September 2004.

for carrying out such activities and therefore the cost is funded by the requesting Member State. Another recruitment mission is scheduled for later in 2005.

- The Secretariat (and in particular the Agency Focal Point for Gender Concerns) met with the executive head of the United Nations International Research and Training Institute for the Advancement of Women (INSTRAW) in order to arrange to highlight the Agency as an attractive work environment and opportunity for women on INSTRAW's website and in its newsletter. The Secretariat also continues its relationship with the United Nations Inter-Agency Network on Women and Gender Equality (IANWGE), participating in the organization's meetings and dialogues.

Work/life measures

- The option of part-time work, which had previously been available only to General Service Staff, has now been extended to Professional staff as well.
- Staff members are allowed, in special circumstances, to work from home. This arrangement should be particularly attractive to working mothers, by allowing them to work at home either regularly or on an ad hoc basis.
- With respect to staff development activities, the Learning Resource Centre offers spousal support in seeking employment in Austria, including transmitting CVs to locally based recruitment organizations.

Reporting measures

- All Department Heads report each year in June on measures taken on the activities carried out in support of increasing the share of female Professional staff. These reports show that several technical Departments have made an effort to give young professional women the chance to gain work experience in nuclear technologies and applications by offering them internships, fellowships and consultancies. These programmes give technical Departments a pool of possible candidates for future positions.
- The Joint Advisory Committee's Sub-Committee on Gender Concerns has been strengthened. Its new Terms of Reference state that the Sub-Committee's purpose is to identify the Agency's challenges in increasing the representation of female staff members, to contribute to an action plan for Gender Concerns in the Agency's Secretariat, and to propose recommendations for promoting a more family-friendly work environment.

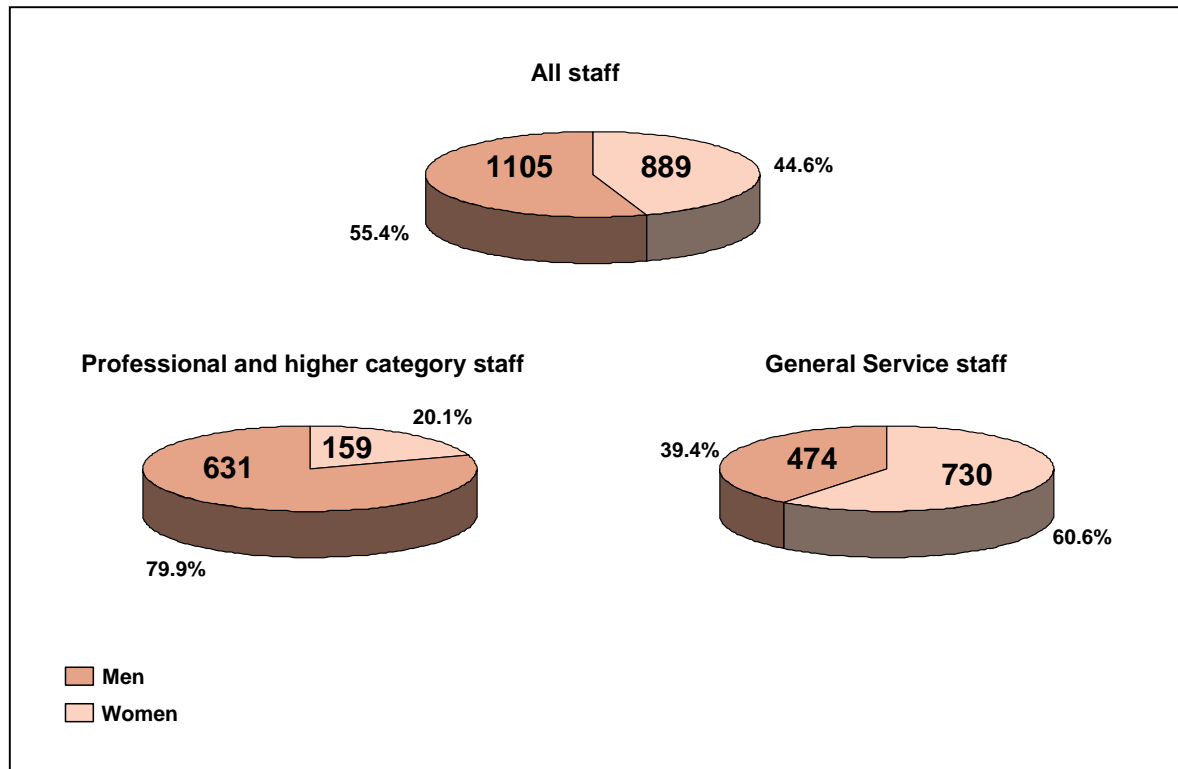
B. Representation of women in the Secretariat

Present status

3. As of 1 July 2005, the total number of female staff in the Secretariat was 889, representing 44.6% of the overall staff. This number includes women in the General Service category — comprising 60.6% of staff in that category — fulfilling a variety of positions including, for example, laboratory technicians, IT technicians, public information assistants, accounting assistants and procurement clerks. The share of women in the Professional and higher categories among Regular Staff – defined as all staff in this category 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 a minimum of one year – has increased from 18.4% at the end of the previous reporting period in July 2003 to 20.1% in July 2005.²

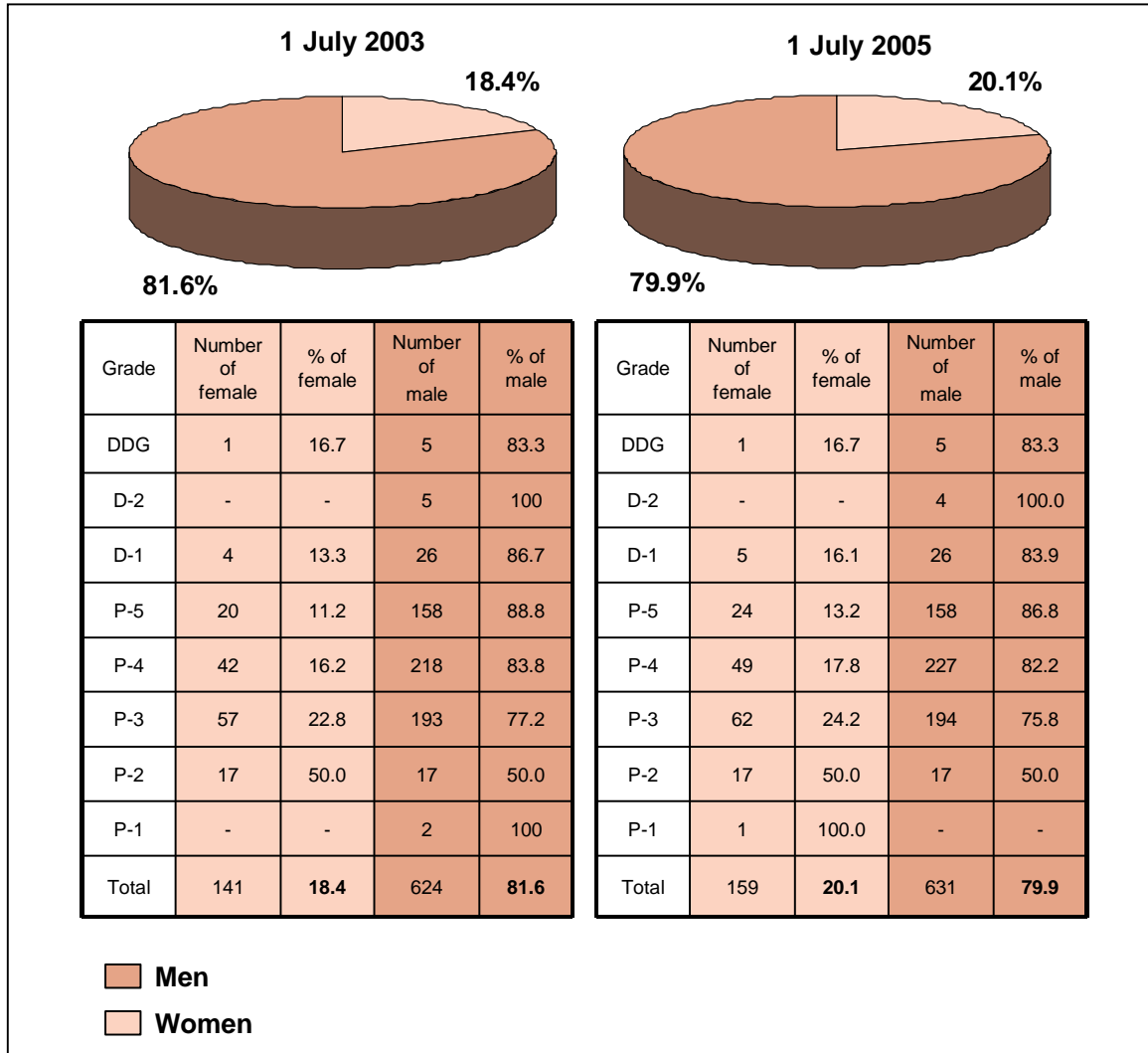
Overall Composition of Staff by Gender and Category 1 July 2005



4. From this point on, this report will relate only to Regular Staff in the Professional and higher categories. The following charts show the number and percentage of women at each grade level in these categories. The percentage of female staff in the Professional and higher categories has increased by 1.7% since July 2003 and by 2.3% since July 2001, and currently represents 20.1% of the total number of staff in that category.

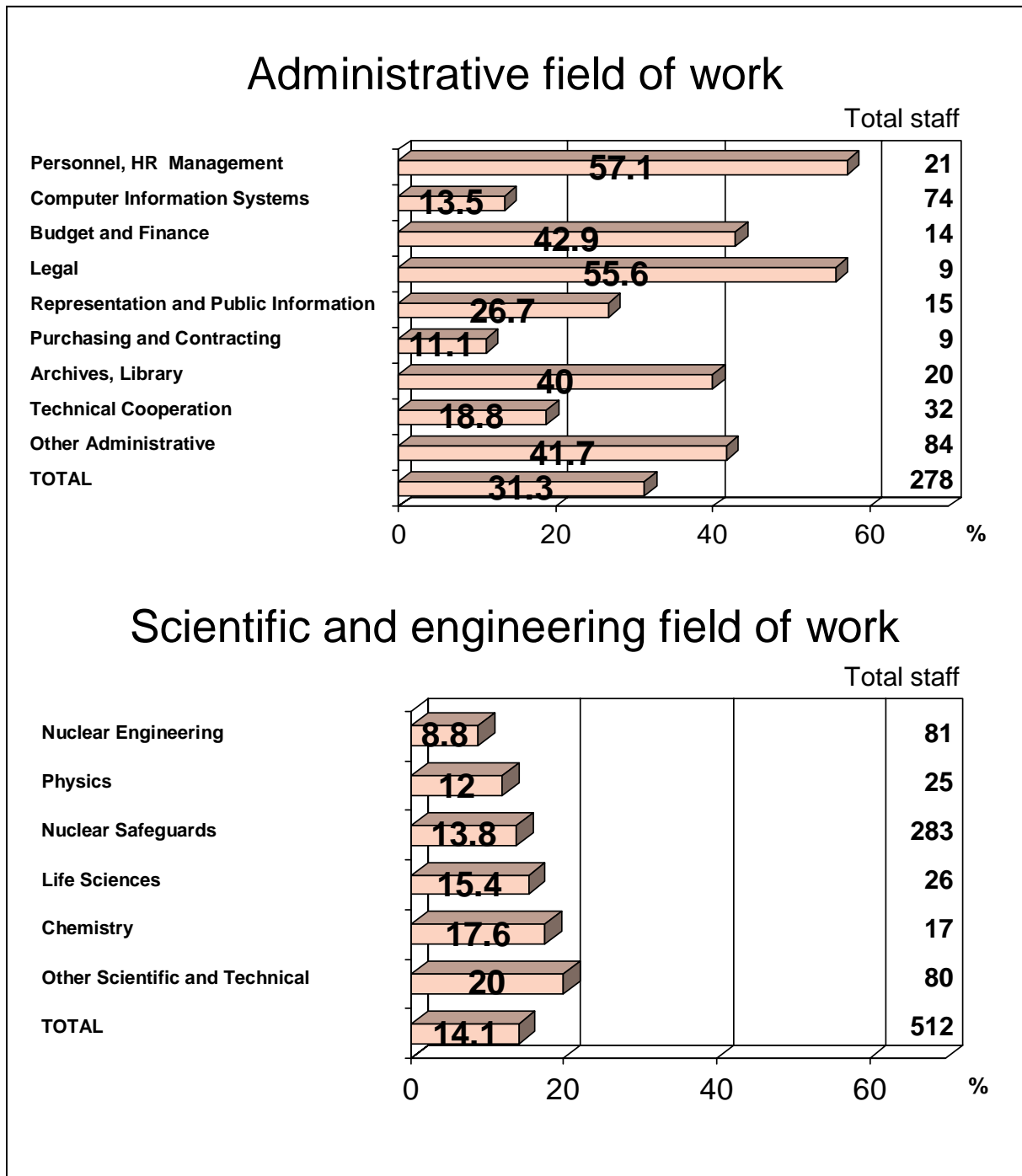
² This category does not include other staff such as cost free experts, consultants and staff paid from extrabudgetary funds.

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



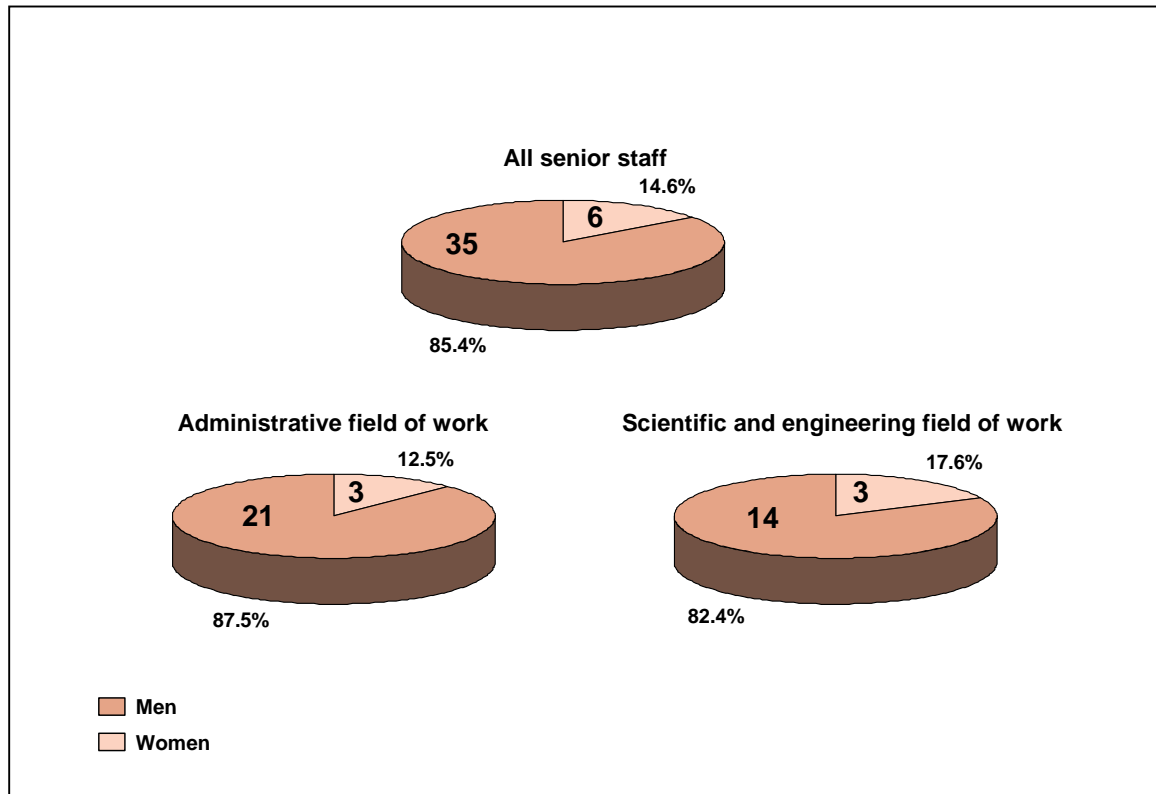
5. The distribution of Regular Staff by gender and occupational grouping continues to show a significant gender imbalance when broken down into the administrative versus the scientific/engineering fields of work. The percentage of women in the administrative field is 31.3% (27.9% in July 2003), whereas in the scientific/engineering field it is only 14.1% (13.3% in July 2003).

**Professional and Higher Categories of Regular Staff by Occupational Grouping:
Percentage of Posts Occupied by Women
1 July 2005**



6. The gender imbalance is also evident at the senior staff level in both the scientific/engineering and administrative occupational groupings. Women comprise 14.6% of senior positions at the D-1 level and above.

**Professional and Higher Categories Regular Staff
(at the Level of Director (D-1) and above)
1 July 2005**

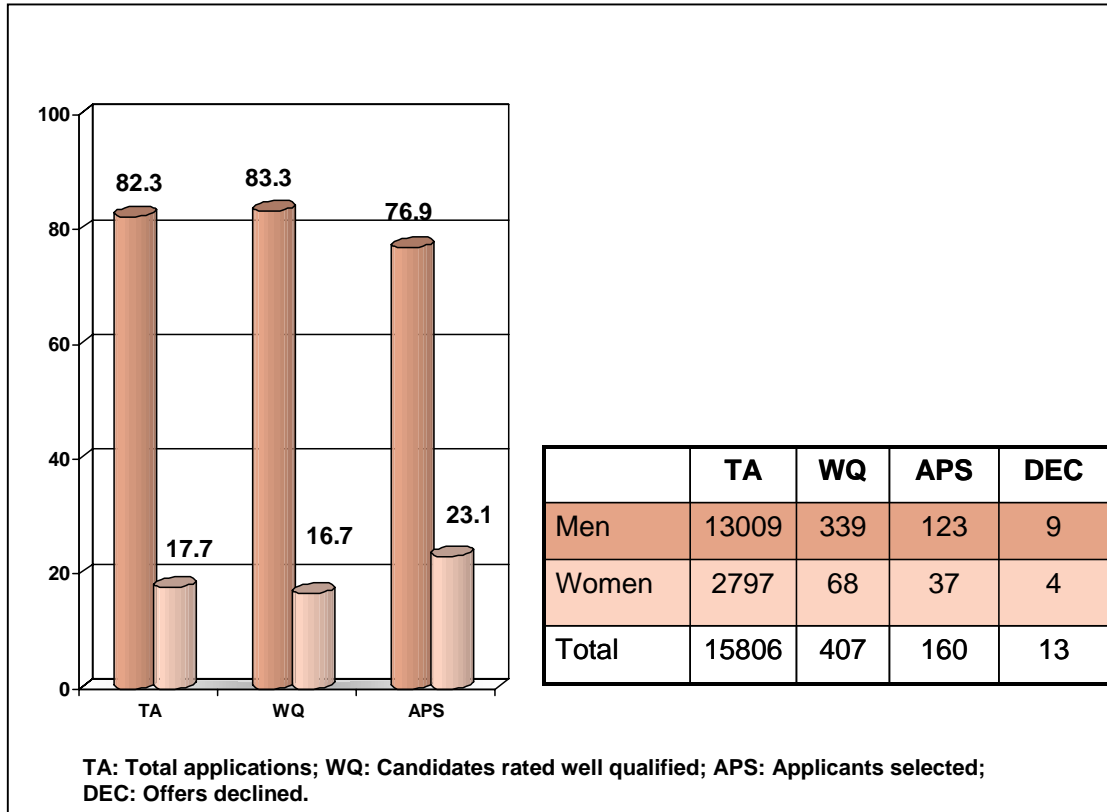


Applications and appointments

7. The Agency is an equal opportunity employer. Special care is taken in the assessment of female candidates in both the pre-screening and the selection processes to ensure that managers provide fair and balanced treatment to female candidates. Additionally, in cases of comparable qualifications for a post, special consideration is given to female candidates.

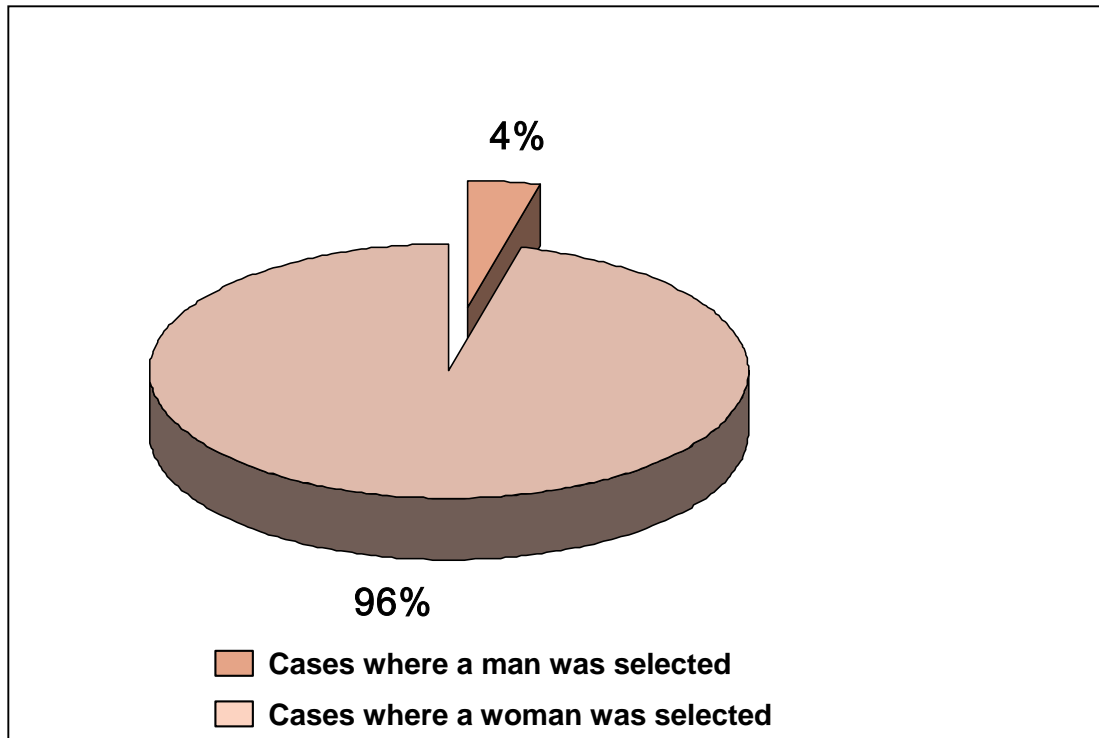
8. During the reporting period, 15 806 outside applications were received: 17.7% from women and 82.3% from men. The low percentage of applications from women reflects the lower rate of participation of women in the nuclear field, as well, perhaps, as social norms, which often cause women professionals to experience difficulties in relocating a dual income family when jobs are not available for the second income earner. Among those candidates determined to be “well qualified,” 68 (16.7%) of the applications were from women and 339 (83.3%) were from men. The share of well qualified women in the scientific/engineering field of work was 11.1% in 2005, compared to 9.6% in 2003, 9.8% in 2001 and 6.5% in 1999. Yet, among the selected candidates who were offered a position, 37 (23.1%) were women.

**Professional and Higher Categories Regular Staff
Outside Applications for which the Selection has been Completed
For the Period 1 July 2003 – 1 July 2005**



9. In 96% of those cases where external women applicants were among those candidates rated “well qualified” and an external candidate was selected, a woman was selected for the position. This is a very clear indication that significant attention has been given to gender balance during the selection process.

**Appointments of External Candidates to Professional Posts:
Cases which included a “well qualified” Woman among the Candidates
For the Period 1 July 2003 – 1 July 2005**



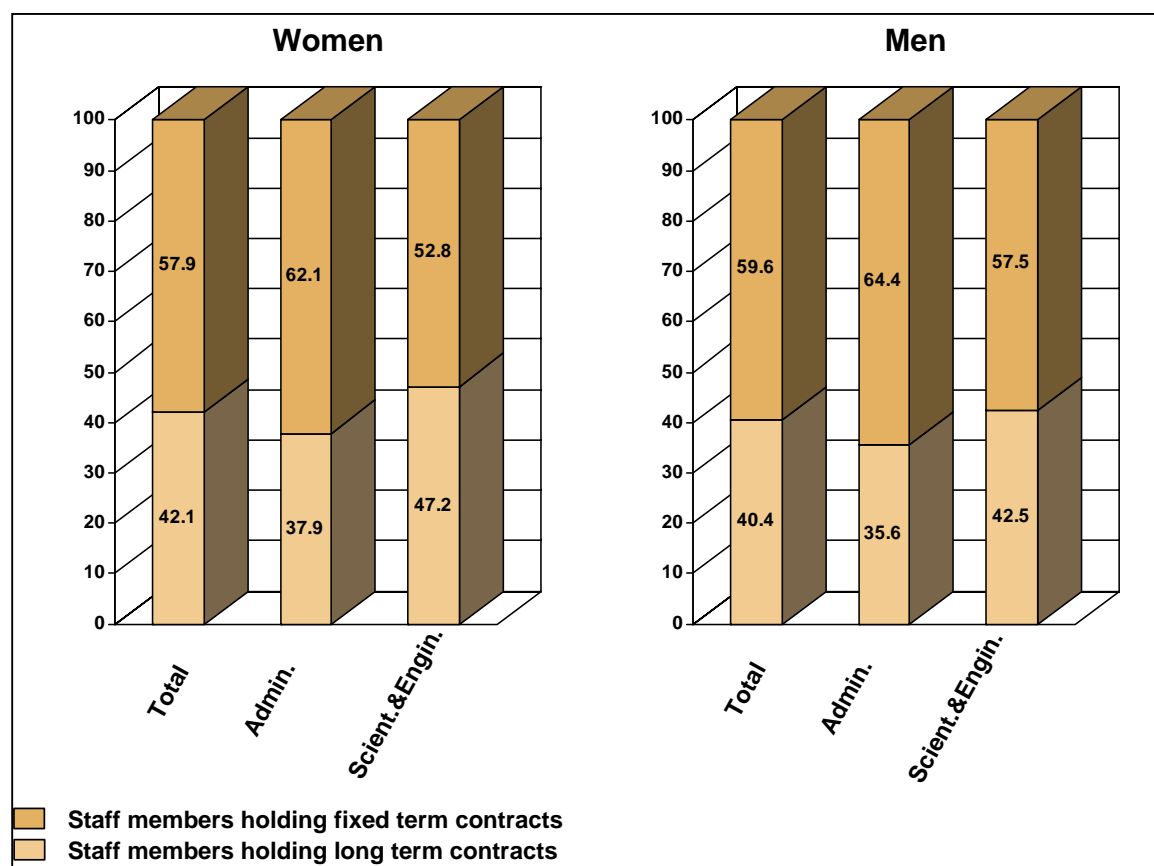
10. Taken together, the overall number of women recruited (37) represented 22% of external appointments (compared with 19.8% for the previous reporting period). In the administrative field, 24 (42.9%) of the 56 new recruits were women. In the scientific/engineering field, 13 (11.6%) of the 112 new staff members were women.

11. While every effort is made to appoint well qualified women to vacant posts, these efforts sometimes 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 GC(47)/RES/14 A).

Women holding long term contracts

12. In light of the difficulties in recruiting women in the nuclear field, the Agency continues to take steps to retain women who are on staff. In this regard, the percentage of women holding long term contracts is 42.1% compared with 40.4% for male staff. The share of women holding long term contracts in the scientific and engineering field is 47.2%. This is a significant increase compared with the last reporting periods (42.4% in July 2003 and 29.8% in July 2001). The corresponding share of men is 42.5%. In the administrative field of work, the percentage of women holding long term contracts is 37.9%, while for men it is 35.6%.

**Professional and Higher Categories Regular Staff
Breakdown by Contract
1 July 2005**



C. Member State involvement

13. While the percentage of women in the Professional and higher categories has continued to increase, it has not done so to the degree desired. Most significantly, the measures taken by the Secretariat, as listed above, did not bring about a sufficiently rapid change in the number of “well qualified” female *applicants*, which is critical in increasing the share of women staff. In an effort to further improve this situation, a briefing was given to the informal meeting of the Programme and Budget Committee of the Board of Governors on 17 January 2005 and thereafter, in a Note dated 3 March 2005, the Secretariat requested that all Member States designate a Point of Contact to actively support the Agency’s efforts in recruiting women. By June 2005, 25 such nominations had been received and a first meeting of the Points of Contact had been held, at which they were requested to assist the Secretariat: in identifying relevant institutions in the Member States from which suitable qualified candidates could be drawn, in promoting the Junior Professional Programme, in expanding fellowships, and in setting up recruitment missions. A further meeting of the Points of Contact will be held on 6 September 2005. It is hoped that with this more direct support from Member States it will be possible to accelerate the increase in the number of well qualified female candidates for Agency posts and, thus, the process of achieving greater gender balance.