

# Board of Governors General Conference

**GOV/2019/37-GC(63)/16**

Date: 19 July 2019

**General Distribution**

Original: English

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Item 23(b) of the Conference's provisional agenda  
(GC(63)/1 and Add.1)

# Personnel

## **Women in the Secretariat**

*Report by the Director General*

## **Summary**

- The purpose of this document is to present, pursuant to resolution GC(61)/RES/15.B, adopted by the General Conference on 21 September 2017, information on measures taken to implement that resolution, and to provide statistical data on women in the Secretariat. This report covers the period from 1 June 2017 to 1 June 2019.

## **Recommended Action**

- It is recommended that the Board of Governors consider and take note of the report, submit it to the General Conference for its consideration and endorse the Director General's call for all Member States to actively support the Secretariat's efforts in recruiting women.

# Personnel

## Women in the Secretariat

*Report by the Director General*

### **A. Introduction**

1. This report has been produced for the sixty-third regular session (2019) of the General Conference in response to resolution GC(61)/RES/15.B (“Women in the Secretariat”). In operative paragraph 9 of that resolution, the General Conference requested the Director General to report biennially on the implementation of this resolution to the Board of Governors and General Conference. This report covers the period from 1 June 2017 to 1 June 2019.

2. Progress was made in achieving a higher representation of women in the Secretariat and in mainstreaming gender considerations in the Agency’s programmes and operations. In the reporting period, the percentage of women regular staff in the Professional and higher categories increased by 0.8% to 30.2%, the highest to date at the Agency.

### **B. Actions Taken by the Secretariat to Implement the Gender Equality Policy**

3. Since 2007, the Secretariat has implemented a comprehensive Gender Equality Policy which covers gender balance in staffing as well as mainstreaming gender considerations in the Agency’s programmes and operations. In 2019, the Secretariat promulgated a revised internal Gender Action Plan. The Gender Action Plan is an internal road map to support the implementation of the Agency Gender Equality Policy. It elaborates tasks and milestones set along four objectives, covering efforts towards gender balance in the Secretariat as well as steps to more systematically mainstream gender concerns in programmatic activities. The four objectives of the Gender Action Plan are:

- Strengthened efforts for gender balance in the IAEA Secretariat
- Strengthened gender mainstreaming in the Agency's Programmes and Activities
- Enhanced internal and external communication about the Agency's work on gender equality
- Promotion of an enabling environment supportive of gender equality

The following subsections provide a summary of activities in the above four categories.

4. The Agency’s efforts for gender balance are coordinated by the Division of Human Resources. In addition, since March 2018, a gender mainstreaming function has been integrated with the programme

coordination function as part of results-based management within the Director General's Office for Coordination. This is supported by the Agency-wide Focal Points for Gender who assist efforts to improve gender equality within the Agency.

## **B.1. Actions taken to strengthen efforts for gender balance in the IAEA Secretariat**

5. The Secretariat, pursuant to Article VII of the Statute, continues to secure employees of the highest standards of efficiency, technical competence, and integrity. Subject to this consideration, due regard is paid to the contributions of members to the Agency and to the importance of recruiting staff on as wide a geographical basis as possible. The Secretariat is also guided by General Conference Resolution GC(61)/RES/15.B, which, inter alia, requests the Director General that this be done "particularly drawing upon developing countries and upon those Member States which are unrepresented or under-represented, and to pursue a target of equal representation of women across all occupational groups and categories in the Agency, including in senior policy-level and decision-making posts."

6. The Secretariat continued to position the Agency as an employer of choice through various means such as the proactive use of social media, engagement with professional organizations, monthly webinars and newsletters to highlight vacancies and to reach out to a large number of potential candidates from a wide range of Member States. The Agency took part in a 'Global Careers for Women' campaign in 2017 and 2018. This virtual recruitment initiative included the promotion of an online career fair. The Agency has leveraged this online career fair as a unique opportunity to display its employment opportunities, particularly those in the information technology field and conducted over 100 online conversations with potential candidates from around the globe. The Secretariat has confirmed its participation in the 2019 Global Careers event and will continue to seek and participate in these kinds of outreach platforms for women aimed at reaching as wide an audience as possible.

7. The Secretariat continues to work closely with Member States to raise awareness of employment opportunities for qualified women candidates. All recruitment related events, including recruitment missions, career fairs, monthly webinars, etc. include a gender equality component.

8. The Secretariat revised its recruitment policy to ensure greater diversity in terms of both gender balance and geographic distribution in the interview panels. The Secretariat also launched training for hiring managers and interview panel members on mitigating unconscious bias in the recruitment process.

## **B.2. Actions taken to strengthen gender mainstreaming in the Agency's programmes and activities**

9. Accountability for results in Agency programmes includes the requirement to consider cross-cutting aspects such as gender while planning and delivering programmatic activities. Prior to planning *The Agency's Programme and Budget 2020–2021*, project managers conducted a gender analysis to assess whether their respective projects are gender-sensitive or gender-neutral. In addition, project managers were encouraged to develop gender related outcomes and performance indicators, where relevant. To this end, guidance for project managers was developed and incorporated in the results-based management training curriculum to build staff capacity in this area.

10. Every technical cooperation project design includes a section on cross-cutting issues, including gender, where efforts to assess the different impact for women and men, where relevant, is described.

Seven projects are currently focused on women's health, and on nutrition for mothers and infants, while two focus on women in farming, and women and environmental hazards.

11. In 2018, pilot projects were selected to test gender mainstreaming measures. This includes projects from relevant Departments, and covers different types of Agency interventions, such as technical cooperation projects, Coordinated Research Projects and training activities. As a next step, a gender mainstreaming guidebook and related capacity building measures are being developed to assist Agency managers in delivering against gender sensitive goals set for each stage of the project cycle. Following completion of the pilot exercise, a review will be undertaken to identify lessons learned and for integrating them to other projects in the future.

12. Increasing the representation of female speakers and participants at Agency conferences and other events is another element of gender mainstreaming. While the Secretariat relies on Member States to recommend qualified female candidates, efforts continue to enhance the participation of women as training participants, fellows, scientific visitors, project counterparts, researchers, experts and panelists. Examples for the reporting period include:

- 56% female participants in Nuclear Knowledge Management Schools (09/2018);
- 45% female participants and 42% female lecturers/facilitators at the Nuclear Law Institute courses (10/2018);
- 53% female participants at the 2018 International Symposium on Communicating Nuclear and Radiological Emergencies to the Public (10/2018);
- 42% female panelists at the 2018 Symposium on International Safeguards (11/2018);
- 34% female representation among the trainees of Nuclear Energy Management Schools (11/2018);
- 34% female panelists at the 2018 Ministerial Conference on Nuclear Science and Technology (11/2018);
- 41% representation of women among the 364 Chief Scientific Investigators in 25 Coordinated Research Projects in Human Health (01-12/2018); and
- 67% female participants in the 2018 SG traineeship programme (02-12/2018).

13. For Technical Cooperation events, Member States are encouraged to nominate female national liaison officers, meeting and workshop participants, fellows and scientific visitors, and counterparts. In support of this, a side event entitled 'Women in Nuclear: Leadership for the TC Programme in Africa' was held on the margins of the 62nd General Conference. In 2017 and 2018, a total of 9195 women from all regions participated in the programme as counterparts, fellows, scientific visitors, meeting and training course participants. This represents 33% female participation as fellows, scientific visitors, training course participants, meeting participants and other project personnel as well as 29% female project counterparts.

### **B.3. Actions taken to enhance internal and external communication about the Agency's work on gender equality**

14. The Secretariat has further enhanced communication on gender issues with the launch of a gender page on the Agency's website. The newly created web pages provide content on the Agency's commitment to gender equality and how it is reflected in Agency activities through success stories. The website provides resources for potential candidates, such as the Agency's recruitment brochure, "Women at the IAEA," which targets a female audience and covers measures to make the Agency a

more attractive employer for staff. In addition, the webpage features recent articles, events, and news, which take into account gender considerations.

15. The Secretariat continued to conduct a range of activities intended to raise awareness and visibility on gender issues, highlighting women experts in the nuclear field and inspiring younger generations to explore educational and professional opportunities in science and technology.

16. During the 61<sup>st</sup> and 62<sup>nd</sup> sessions of the General Conference, side events entitled, respectively, ‘The Added Value of Gender Parity’ and ‘Achieving Gender Equality: Leadership in Action’ provided forums for discussions and included panellists from Member States, the Secretariat and other international organizations.

17. The Secretariat continued to hold events to mark International Women’s Day (8 March). In 2018, the Secretariat held a panel discussion on unconscious bias, its impact on our daily lives, and how to see past blind spots in our thinking to create a more inclusive organization. In 2019, an event entitled “Inspiring Stories of Women in the Nuclear Field” was held, aimed at inspiring audience in their individual and collective efforts for gender equality. The event featured three short talks by accomplished women in the nuclear field.

18. The Secretariat participated in the City of Vienna’s annual Töchertag (Daughters’ Day) in 2018 and 2019. The Secretariat hosted the event to encourage girls aged 11-16 to consider professions where women are traditionally under-represented, such as in nuclear science or technology. Some participants had the opportunity to attend workshops to learn about electronics, programming, design thinking and collaboration. These events raised awareness of career options in the STEM<sup>1</sup> disciplines and provided an opportunity to learn about the work of the Agency.

#### **B.4. Actions taken to promote an enabling environment supportive of gender equality**

19. The Secretariat continues to monitor and review its rules and arrangements related to work-life balance. Current rules and arrangements include flexible working hours; part-time arrangements; the possibility to work from home; maternity, paternity and adoption leave; nursing breaks for new mothers; family emergency leave; and a childcare centre located in the Vienna International Centre. In 2019, the Secretariat revised its provision on flexible working hours, introducing changes to the Agency’s core time requirements allowing greater flexibility to staff members.

20. In 2018, the Secretariat launched a mandatory training, titled “Values in Action: Promoting a Respectful Workplace”. The training covers the core values of the Agency (integrity, professionalism and respect for diversity) along with standards of conduct, reporting of misconduct, whistle blower protection and fraud. The training promotes an enabling environment for all staff to perform at their best in a respectful and inclusive workplace.

### **C. Partnerships**

#### **C.1. United Nations Partnerships**

21. Since 2012, the Secretariat has been participating in the UN System-wide Action Plan on Gender Equality and the Empowerment of Women (UN SWAP), which aims to implement the policy on gender

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<sup>1</sup> Science, Technology, Engineering and Mathematics.

equality and empowerment of women endorsed by the United Nations System Chief Executives Board for Coordination in 2006. In 2018, the accountability framework for promoting gender equality and the empowerment of women, consisting of the System-wide Action Plan 2.0, were updated to include new indicators on normative and development results in the context of the Sustainable Development Goals and strengthened alignment at the overall entity and country levels.

22. The Secretariat continued its cooperation with Gender Focal Points in other Vienna-based international organizations. Joint events were organized in 2018 and 2019 to mark International Women's Day.

## **C.2. Member State Involvement**

23. Close collaboration with Member States is vital to ensure that the Agency makes further progress in its work on gender equality through a constructive exchange of ideas, challenges and best practices. The Secretariat maintains a proactive dialogue with Member States on the recruitment of women in order to encourage qualified women candidates to apply to vacant positions.

24. Twelve Member States have arrangements with the Secretariat for the provision of Junior Professional Officers (JPOs). Individual Member States funded 66 JPOs during the reporting period, 30 of whom were women. The Secretariat continues discussions with other Member States to establish similar arrangements.

25. The Director General welcomed the launch of the Vienna Chapter of the International Gender Champions in June 2017 and, together with the Deputy Director General, Head of the Department of Management, signed the panel parity pledge and made concrete commitments to advance the Agency's work on gender issues. The Director General committed to review and update the Gender Action Plan, which was completed in 2019. The Deputy Director General, Head of the Department of Management, pledged to conduct a staff survey in order to determine levels of awareness, knowledge and skills in relation to gender equality at the Agency. The survey's results were provided to staff in 2018 and helped inform the development of the Gender Action Plan and the Agency's awareness-raising activities.

26. A Group of Friends for Women in Nuclear was established by Member States in June 2017 and the Secretariat attends meetings of the Group. The Group's membership has grown from 14 Member States to 32 as of 1 June 2019 and remains active in discussing best practices to support the Agency's work on gender.

## **D. Representation of Women in the Secretariat**

27. The percentage of women in the Professional and higher categories increased during the reporting period by 0.8% and is now at its highest level in the Agency's history at 30.2%. The Annex contains figures and charts illustrating the results outlined below.

### **D.1. Statistical Data**

28. As of 1 June 2019, the total number of women regular staff in the Secretariat was 910, representing 44.5% of the total staff:

- General Service category: 63.8% (compared to 65% in June 2017 and 61.1% in June 2015);  
and

- Professional and higher categories: 30.2% (compared to 29.4% in June 2017 and 27.8% in June 2015).
29. The following paragraphs relate only to regular staff in the Professional and higher categories.
30. The percentage of women in the different occupational groups was as follows:
- Scientific/engineering field: 23.5% (compared with 22.6% in 2017 and 21.4% in 2015); and
  - Administrative field: 41.0% (compared with 40.4% in 2017 and 39.4% in 2015).
31. The representation of women at the senior level in the scientific/engineering field increased, but it remained higher in the administrative field:
- Scientific/engineering field: 27.3% (compared with 18.2% in June 2017 and 21.4% in June 2015);
  - Administrative field: 36.0% (compared with 36.7% in June 2017 and 39.4% in June 2015); and
  - Women are under-represented in all age groups except for the 20-29 range. The imbalance is most pronounced in the age group 46-50.

## **D.2. Applications and Appointments**

32. During the reporting period, 32.8% of the 40 754 applications submitted came from women, compared with 33.6% during the period 2015-2017 and 31.5% during the period 2013–2015.
33. Women comprised 36.9% of ‘well-qualified’ candidates, compared with 41.2% in the previous reporting period and 29.2% during the period 2013–2015:
- Scientific/engineering field: 28.0% (compared with 27.9% in the previous reporting period and 20.9% during the period 2013–2015); and
  - Administrative field: 45.3% (compared with 54.2% in the previous reporting period and 36.7% during the period 2013–2015).
34. Women comprised 35.1% of appointed candidates, compared with 37.3% in the previous reporting period and 37.6% during the period 2013–2015:
- Scientific/engineering field: 28.3% out of 120 new hires were women (compared with 23.9% out of 109 in the previous reporting period and 26.7% out of 120 during the period 2013–2015); and
  - Administrative field: 45.5% out of 99 new hires were women (compared with 52.2% out of 92 in the previous reporting period and 45.5% out of 99 during the period 2013–2015).

35. Attention to gender balance is seen in conjunction with efforts to increase representation among unrepresented and under-represented Member States, as mandated by General Conference resolutions, most recently resolution GC(61)/RES/15.A.

## **D.3. Long Term Contracts**

36. The percentage of women holding long-term contracts is 23.2% (compared to 25.1% in June 2017 and 29.4% in June 2015), while for men it is 33.3% (compared to 33.7% in June 2017 and 36.7% in June 2015).

- In the scientific/engineering field, the percentage of women holding long-term contracts is 31.8% (compared with 33.3% in June 2017 and 36.2% in June 2015), while for men it is 39.2% (compared with 39.6% in 2017 and 42.1% in June 2015); and
- In the administrative field, the percentage of women holding long-term contracts is 15.3% (compared with 17.5% in 2017 and 22.2% in 2015) while for men it is 20.9% (compared with 21% in 2017 and 22% in 2015).

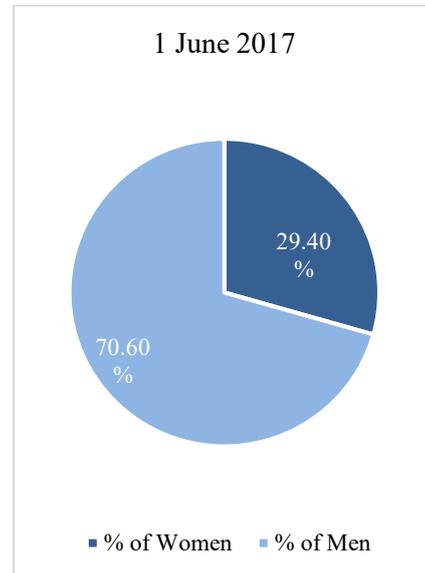
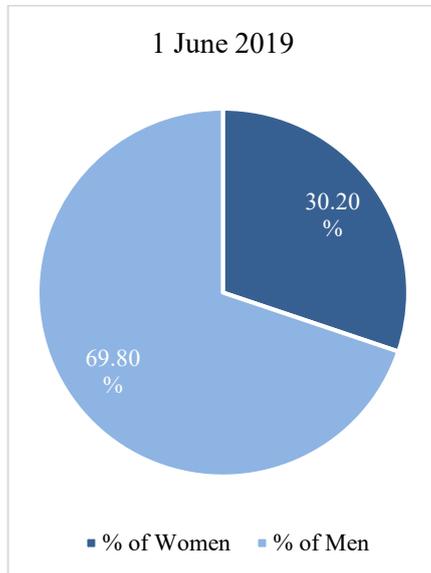
## **E. Way Forward**

37. The overall representation of women in the Secretariat in the Professional and higher categories continued to improve in the reporting period. Yet, challenges remain in increasing the number of women at senior levels and in the scientific and engineering fields. The Director General strongly encourages all Member States to actively help the Secretariat to achieve the ultimate goal of gender balance throughout the Secretariat.

38. The Secretariat will implement the newly promulgated Gender Action Plan and will further enhance its efforts in mainstreaming a gender perspective in the Agency's programmes and activities and building staff capacity in this area.

Annex

**Professional and Higher Category Regular Staff**  
(Percentage of posts occupied by women and men)

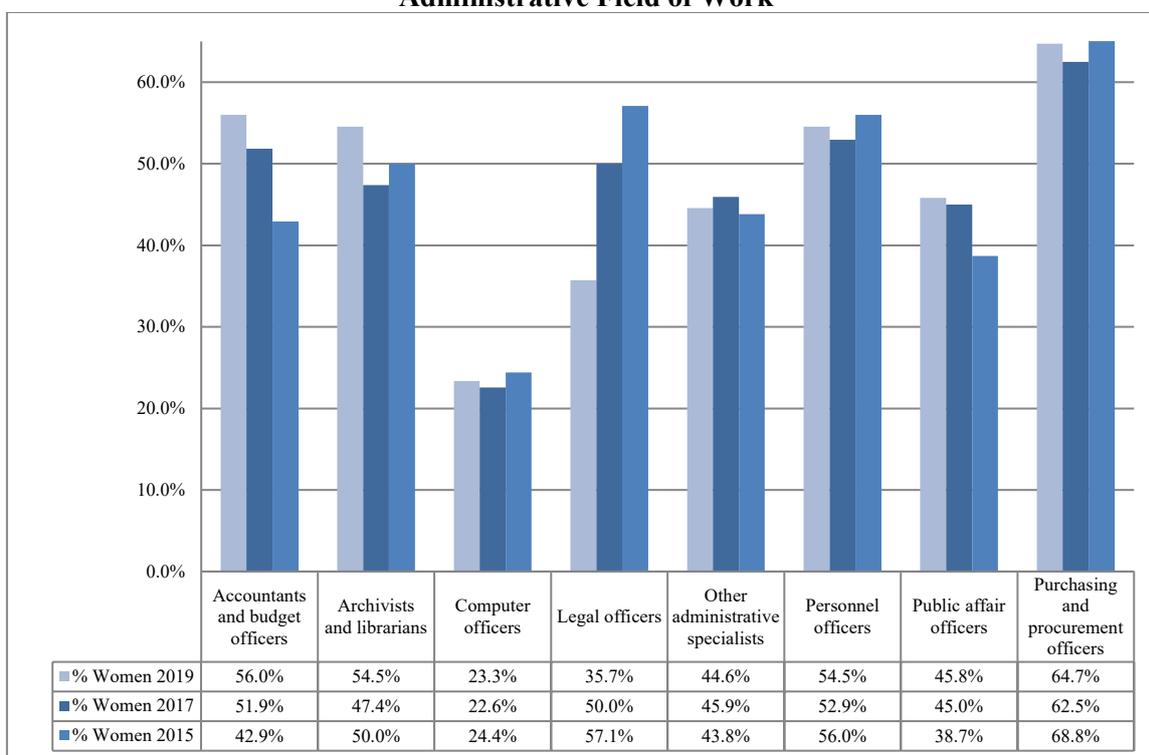


Grade	Number of Women	% of Women	Number of Men	% of Men
DDG/ADG	2	28.57%	5	71.43%
D2	2	40.00%	3	60.00%
D1	11	30.56%	25	69.44%
P5	46	17.76%	213	82.24%
P4	139	31.59%	301	68.41%
P3	117	33.72%	230	66.28%
P2	29	43.28%	38	56.72%
P1	7	87.50%	1	12.50%
<b>Total</b>	<b>353</b>	<b>30.20%</b>	<b>816</b>	<b>69.70%</b>

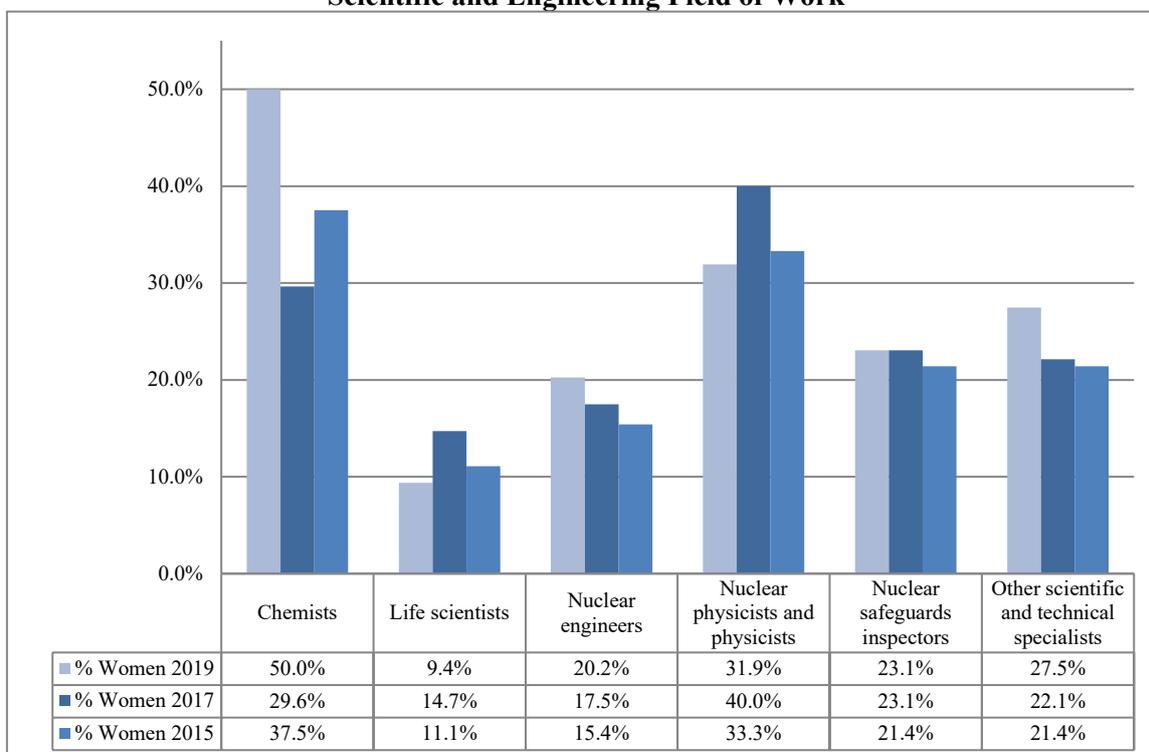
Grade	Number of Women	% of Women	Number of Men	% of Men
DDG	1	16.70%	5	83.30%
D2	1	20.00%	4	80.00%
D1	13	31.70%	28	68.30%
P5	46	17.70%	214	82.30%
P4	125	29.50%	299	70.50%
P3	103	33.70%	203	66.30%
P2	33	50.00%	33	50.00%
P1	5	83.30%	1	16.70%
<b>Total</b>	<b>327</b>	<b>29.40%</b>	<b>787</b>	<b>70.60%</b>

### Professional and Higher Categories of Regular Staff by Occupational Grouping (Percentage of posts occupied by women)

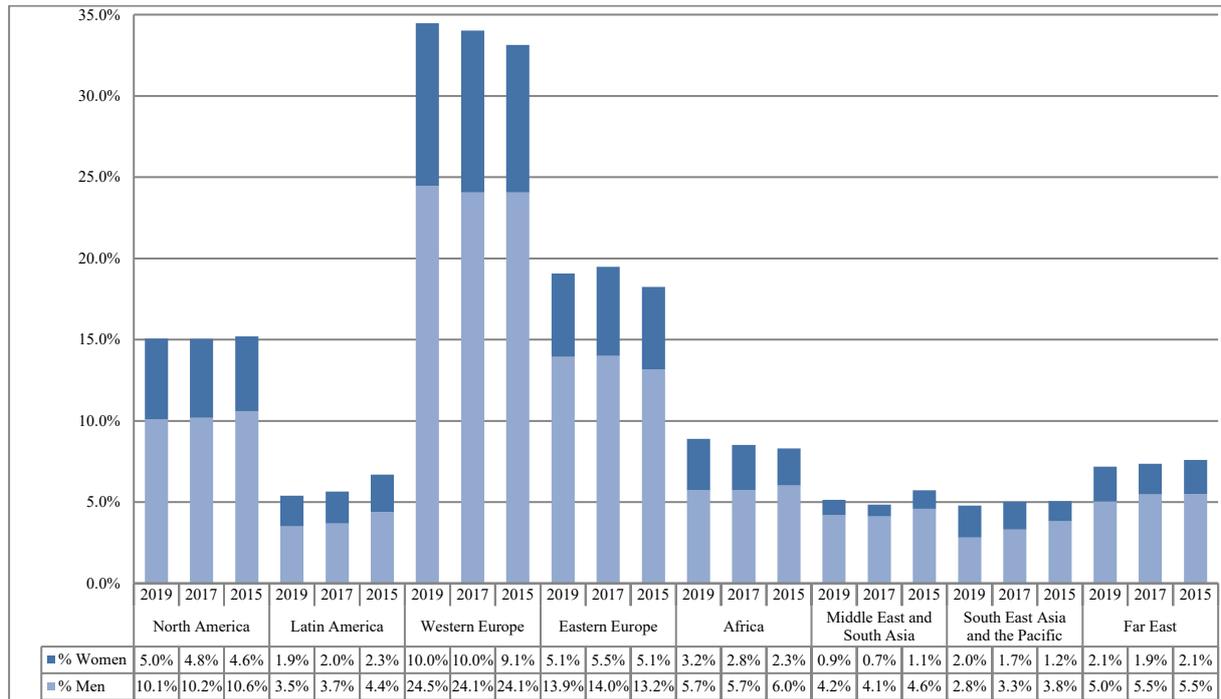
#### Administrative Field of Work



#### Scientific and Engineering Field of Work



### Percentage of Professional and Higher Categories of Regular Staff by Geographical Area and Gender



### Age of Regular Staff as of 1 June 2019 (Number of women and men)

