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**EURELECTRIC / EPSU/ EMCEF PROJECT ON  
EQUAL OPPORTUNITIES AND DIVERSITY – TOOLKIT/  
BEST PRACTICES GUIDE**

**July 2005**



## **EURELECTRIC / EPSU/ EMCEF Project on Equal Opportunities and Diversity – Toolkit/Best Practices Guide**

Following the Joint Declaration of EURELECTRIC and EPSU/EMCEF on Equal Opportunities and Diversity, a study was undertaken that led to the report (January 2005) “Equal Opportunities and Diversity – Changing Employment Patterns in the European Electricity Industry” (Research by the Cardiff School of Social Sciences / Global Political Economy Cardiff University).

Based on the recommendations of this report the Social Partners agreed to continue to work on this project and seek the necessary funds to produce a Toolkit/Best Practices Guide on equal opportunities and diversity policies in the electricity industry.

The document is not intended to be a theoretical, academic study but an easy-to-use, well written practical guide which can be circulated widely and also featured on web sites. It will be useful to equality and diversity experts, human resource and line managers, and Trade Union officials working in the electricity sector, who have a responsibility for drawing up policies and procedures and monitoring progress in this area.

The Social Partners further agreed to seek the necessary funds to launch a widespread information campaign, mainly based on the Toolkit/Best Practices Guide, to increase visibility and raise awareness of equal opportunity issues.

The Toolkit/Best Practices Guide should cover the following areas:

### **1. Development and implementation of:**

- Diversity Policies (covering gender, age, ethnicity, religion etc, depending on national definitions);
- Recruitment and Selection Policies that take account of diversity issues;
  - o That promote greater gender balance in the sector e.g. by setting targets relating to gender
  - o That encourage women to participate fully in non traditional areas of work
  - o That ensure that recruitment and selection procedures are applied consistently to all categories of workers
  - o That encourage involvement of all age groups
- Policies to achieve a balance between working life, family life and other aspects of non working life e.g. encouraging the take up of parental leave by women and men etc;
- Support mechanisms for women (mentoring, networking etc...);
- Comprehensive guidelines to prevent sexual harassment, harassment and bullying;
- Policies to support people with a disability ( setting targets, supports etc);
- Positive action policies and vocational guidance measures to improve women’s access to new occupations; non traditional areas of work, career change etc;
- Equality reviews;



- Mainstreaming equal opportunities:
  - o by using social instruments already in place such as collective bargaining, works councils, equality councils etc as appropriate
  - o by implementing equal value toolkits

**2. Best practices in the development and implementation of policies and positive measures** in relation to training, work organisation and internal mobility in the framework of the ongoing restructuring in the electricity industry.

**3. Examples of innovations and case studies that have worked in other sectors to encourage greater diversity in the electricity industry**

**4. Internal Organisation, best practices regarding:**

- Gaining Senior executive commitment;
- Measures to raise awareness amongst staff, in particular line management;
- The introduction of equal opportunity issues in training, where appropriate.

**5. Other Information:**

- Information and statistics on equal opportunity issues in the electricity industry;
- Availability and details of funding available for projects under EU programmes relating to equal opportunities;
- Relevant contacts in the various utilities.