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**To all Member organisations of the ETUC
For information: to the members of the ETUC Women's Committee**

Mid-term review ETUC Equality Plan 2003-2007

Introduction

During the Prague Congress in 2003, an Equality Plan was approved, which included provisions to monitor and evaluate its implementation. A mid-term report on the implementation of this plan must be submitted to the ETUC Executive Committee, and a full evaluation report presented at the next ETUC Congress in 2007.

Attached you will find the full text of the Equality Plan. This plan focuses on three objectives. Measures have been identified which should help to realise each of these objectives. Why these measures were chosen, based on the research, is set out in the appendix to the Plan, together with a more detailed explanation of the measures concerned. The three objectives are addressed to all national confederations and industry federations and to the ETUC itself. The plan tackles specific gender equality issues as well as gender mainstreaming, calling for the inclusion of the gender dimension in other policies. Finally, the Plan includes follow-up and evaluation measures as well as sanctions.

With this short questionnaire the ETUC seeks to fulfil its obligation to provide a mid-term report to the ETUC Executive Committee.

All member organisations are requested to respond to the questionnaire before 1 October 2005.

Your replies should be sent to Sinead Tiernan, ETUC adviser on gender affairs, e-mail address: stiernan@etuc.org

Thank you very much for your cooperation,

Catelene Passchier
Confederal secretary ETUC

Questions with regard to Objective 1:

Eliminate the female representation gap in decision-making bodies

- 1) Between 2003 and 2007, the representation gap in decision-making bodies in the trade union organisations must be reduced by half.
 - a. Does your organisation have statistics or data showing the percentage of women in decision-making positions in your organisation?
 - b. Do you have statistics about the situation in 2003 and in 2005? If so, please send us the details.
 - c. If not, what plans are you making to be able to provide the ETUC with the necessary data before the congress in 2007?

- 2) Does your organisation already have or is it planning to adopt a gender equality plan with quantified objectives, a timetable, a clear indication about follow-up and evaluation? If so, please send us a copy, and/or other relevant information, if possible in EN or FR, or with a summary in EN or FR.

- 3) The Equality plan requires all ETUC affiliates to keep statistics regarding membership of and representation on bodies including European Works Councils, the Executive Committee, Congress, number of women negotiators, etc., to be submitted to the ETUC every two years so that a report can be drawn up for the Executive Committee.

Does your organisation have such statistics?

 - a. If so, please send us the details.
 - b. If not, please tell us what you are planning to do, to be able to provide the ETUC before the next congress with all the relevant information.
 - c. If you need help from the ETUC in order to provide the necessary data and statistics, please indicate what kind of help you require.

- 4) The Equality plan draws special attention to the need to adapt the ways in which meetings are held and to change the trade union culture in order to make it easier for women to attend meetings and to take the floor. Has your organisation taken any steps in this regard? If so, please specify.

Questions with regard to objective 2:

Extend gender mainstreaming

- 5) The first priority here is to include the gender dimension in collective bargaining and/or collective bargaining guidelines.
 - a. Does your organisation have a policy in place to promote training on gender equality issues and gender aspects for negotiators?
 - b. Do you have guidelines for collective bargaining with regard to gender equality? If so, please send us a copy, and a summary in EN or FR.
 - c. Is your gender equality body /committee or are gender equality officers consulted about these policies and guidelines, and involved in their execution?

- 6) Has your organisation developed mechanisms to encourage gender mainstreaming (that is: the inclusion of the gender dimension in all policies) at national or regional/local level using tools such as sex segregated statistics, studies and checklists?
 - a. If so, please specify.
 - b. If not, please indicate if you would need help from the ETUC to be able to develop such mechanisms.

Questions with regard to objective 3:

Strengthen the role of the body responsible for gender equality policy

- 7) According to the Equality Plan, each organisation should have a body in place (Women's Committee, equal opportunities committee, or similar), with adequate human and financial resources, which should be responsible for drafting a gender equality policy and ensuring its follow-up and evaluation.
 - a. Does your organisation have such a body in place? Please specify its name, composition, and responsibilities.
 - b. Does this body have any specific human and financial resources? Please specify.
- 8) Does your organisation take account, in the framework of its gender equality policies, of the specific aspects of the situation of women who experience multiple discrimination i.e. immigrant women, women from ethnic minorities such as Roma, disabled women, young women, elderly women or lesbians? Please specify.
- 9) *A special question addressed to European Industry Federations:*
has your organisation been able to develop better communication and cooperation between gender equality bodies at sectoral level and your Secretariats in Brussels, as well as with the ETUC Women's committee? Please report on any positive developments or specific problems that you have encountered.

Questions about the role of the ETUC:

- 10) Do you have any specific comments or requests regarding the role of the ETUC with regard to the implementation of the Equality Plan?