



International Atomic Energy Agency

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# BOARD OF GOVERNORS GENERAL CONFERENCE

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Sub-item 11(d) of the Board's provisional agenda  
(GOV/2942)  
Sub-item 19(b) of the Conference's provisional agenda  
(GC(41)/1)

## PERSONNEL QUESTIONS

### WOMEN IN THE SECRETARIAT (GC(40)/RES/19)

#### Introduction

1. Pursuant to paragraph 5 of resolution GC(40)/RES/19 ("Women in the Secretariat") adopted by the General Conference on 20 September 1996, the Director General presents in this report information on the measures taken to implement that resolution and statistical data on the status of women in the Secretariat. In order to avoid duplication, some material (text and data) relevant to the representation of women in the Secretariat which appears in document GOV/2943-GC(41)/18 ("Staffing of the Agency's Secretariat") is not reproduced in this report.

2. The report first states the objectives set by the Conference and describes measures taken to increase the representation of women from all geographic areas, and particularly from developing Member States and from other Member States which are unrepresented or under-represented, in the Professional and higher categories. It then provides statistical data (with explanations) and reviews the progress made in achieving the objectives set by the General Conference. The report touches on some measures relating to career development issues and provides data that are also relevant to female staff members in the General Service (GS) category.

**Objectives set and measures taken**

**(a) Objectives set**

3. In resolution GC(40)/RES/19 the General Conference requested the Director General "to secure employees of the highest standards of efficiency, technical competence, and integrity, particularly drawing upon developing countries and upon those Member States which are under-represented, and to pursue a target of equal representation of women at all levels of Agency employment including senior policy-level and decision-making posts".

4. Also, it called on the Director General "to further integrate the Platform for Action developed at the United Nations Fourth World Conference on Women into the Agency's relevant policies and programmes".

**(b) Measures taken to increase the number of female staff members**

5. In an effort to achieve the first objective set by the General Conference, a variety of measures were taken during the past year:

(i) The implementation of resolution GC(40)/RES/19 was regularly reviewed at Director General's Meetings on the basis of reports presented by the Director of Personnel. On several occasions, the Director General restated the policy that female applicants - especially those from developing Member States and other unrepresented or under-represented Member States - should be given preference, in keeping with the provisions of Article VII of the Statute, in cases of comparable qualifications and suitability, and he requested Department Heads to bear this policy in mind when making selections.

(ii) The Director of Personnel closely monitored the selection process and referred appointment proposals back to Departments in cases where, in his opinion, female applicants - and especially female applicants from developing Member States and other unrepresented or under-represented Member States - had not received the appropriate special attention. In addition, the Joint Advisory Panel on Professional and G-7 Staff reviewed appointment proposals with this policy in mind.

(iii) Of the six persons recruited under the programme for Junior Professional Officers from developing countries in 1997, five were women.

(iv) There has been considerable effort to increase the number of women carrying out expert missions for the Agency and the number of fellowships awarded to women. The percentage of missions performed by female experts in 1996 was 9.5%, compared with 7.1% in 1993 and 2.2% in 1981. There has been an increase in the percentage of fellowships awarded to women from 17.0% in 1981 to 21.9%

in 1993 and 26.2% in 1996. The percentage of female training course participants rose from 9% in 1981 to 22.8% in 1993 and 24.4% in 1996, and the percentage of female project counterparts rose from 12.3% in 1981 to 14.4% in 1993 and 16.4% in 1996.

(v) As mentioned in document GOV/2943-GC(41)/18, the Secretariat is currently undertaking a comprehensive review of the Agency's competitive recruitment process. In the review there is a strong focus on the situation regarding female applicants, and especially female applicants from developing Member States and other unrepresented or under-represented Member States. At the same time, work is continuing on the development of a roster of recruitment sources (including associations of women working in science and technology), especially in developing and other unrepresented or under-represented countries, with a view to establishing and maintaining direct contacts with well-qualified females who might be interested in applying for a position in the Secretariat.

(vi) Since the launching, in April 1995, of the Temporary Assignment Programme, designed to help GS staff members broaden their experience and explore career options within the Secretariat while helping to meet temporary staffing needs in different Departments, more than 70 staff members - almost 80% of them women - have moved from their original positions to take on new assignments for a specified period. In some cases, participation in the Temporary Assignment Programme has resulted in the permanent re-assignment of a staff member to a post at a higher grade level.

(vii) As part of the Secretariat's staff development programme, one session of an "Interviewing Skills" course and one session of an "Effective Supervision Skills" course for staff in the GS category were held between August 1996 and August 1997 (two thirds of the participants were women). All communication and management courses provided by the Division of Personnel take into account gender concerns, and 47% of the 279 staff members who attended one or more of the 19 communication and management courses provided during the period August 1996-August 1997 were women.

(viii) The establishment of a Learning Resource Centre to assist staff, and especially women, in assessing their potential and their career options and to provide career choice guidance was completed. The Centre started operating on 16 September 1996, and so far 71% of the users have been female staff members or dependent spouses representing 51 nationalities. A Member State has made a voluntary contribution of US\$ 80 000 in support of the Centre.

**(c) Activity of the focal point for gender concerns and implementation of the Beijing Platform for Action**

6. At the end of November 1996, the Director General assigned to Ms. Annick Carnino, Director of the Division of Nuclear Installations Safety, responsibility for acting as the focal point for gender concerns in the Secretariat following the separation from the Secretariat of Ms. Joyce Amenta, the former focal point, who had been assigned that responsibility in April 1996. Ms. Beverley Young, Head of the Human Resources Planning and Control Unit in the Division of Personnel remained the alternate focal point. The focal point has been instrumental in the development of the WIN (Women in Nuclear) network, a world-wide association of professional women in the nuclear field, and has represented the Agency on the Executive Board of this association. The IAEA has also contributed to the work of inter-agency committees on gender issues through representation at meetings, sharing of information and the development of common strategies. In addition, under the leadership of the focal point, the Secretariat is currently designing a seminar and working on a video tape which could be useful to Member States in encouraging the entry of female students into nuclear science and related fields of study.

7. In April 1996, the Platform for Action was brought to the attention of Department Heads with a request that they integrate the elements which relate to the Agency's mandate into relevant departmental programmes. In response to this request, all department heads are actively promoting mainstreaming of a gender perspective, where applicable, in their departmental programmes and are endeavouring to further increase the representation of women at Agency conferences, seminars and workshops and at other events organized by the Agency. Efforts have been made, inter alia, to promote the involvement of female scientists in co-ordinated research programmes and technical co-operation projects and to encourage the participation of women in the safeguards training programme for junior professionals from developing countries. Also, support has been expressed by Department Heads for the formation of an administrative network which would, with the active participation of departmental administrative officers, facilitate the identification and resolution of common gender-related concerns in the Secretariat.

**Statistical data and review of progress**

8. In the statistical part of this report, the reference date is in most cases 1 August 1997. Information relating to the situation on two other reference dates (1 September 1989 and 1 August 1993) is also given in order that trends may be assessed. Although the main focus is on women in the Professional and higher categories, some of the data relates to female staff members in the GS category.

**(a) General staffing situation**

9. The total number of regular posts (both subject and not subject to geographical distribution) in the Professional and higher categories was 797 on 1 August 1997.

10. Of these 797 posts, 93 were vacant on 1 August 1997, so that the number of staff members in the Professional and higher categories appointed for a period of at least one year by the Director General following standard recruitment procedures who were on board as of 1 August 1997 was 704. The number of regular staff members in the GS category on board as of 1 August 1997 was 952.

**(b) Progress in improving the representation of women**

11. As can be seen from Annex I, the percentage representation of women in the Professional and higher categories increased during the period 1 September 1989-1 August 1997 from 12.6% to 18.6% - an increase of more than a third in eight years. It increased from 18% to 18.6% between 1 August 1996 and 1 August 1997. During the eight-year period 1 September 1989-1 August 1997, the number of women at the levels P-5 and above increased from six to 16 (five holding a D grade) - an increase in the representation of women at these levels from 3.2% to 7.9%. As of 1 August 1997, the percentage representation of women in the GS category was 62.8%.

12. The percentage representation of developing Member States among the Agency's female staff members is 36.6% (Annex II).

13. During the period August 1996-August 1997, 81 persons were appointed to and 81 separated from regular posts. Of the appointees, 22 - or 27.2% - were women. Of those who separated from such posts, 18 - or 22.2% - were women.

14. As can be seen from Annex III, the percentage representation of women is far lower in scientific and technical areas (10.6%) than in administrative areas (31.3%). In particular, the percentage representation of women is low among Nuclear Engineers (10.8%), Safeguards Inspectors (7.0%), and Chemists (13.6%), who account for more than 46% of the Agency's Professional staff.

15. Of the 2508 outside applications received during the period August 1996-August 1997 for 40 vacant administrative posts in the Professional and higher categories, 603- 24.0% - were from women (Annex IV). Of these female applicants, 3.2% (19) were assessed as well-qualified; the percentage for the male applicants was 3.8% (72). Well-qualified female applicants accounted for 20.9% of the total number of well-qualified applicants, while 33.3% (10) of the 30 administrative posts for which selections were made in favour of outside applicants were filled by female applicants, reflecting the affirmative action of the Secretariat in giving preference to women in cases of comparable qualifications and suitability.

16. Of the 1815 outside applications received during the period August 1996-August 1997 for 56 vacant engineering and scientific posts in the Professional and higher categories, 205 - 11.3% - were from women (Annex IV). Of these female applicants, 5.4% (11) were assessed as well-qualified; the percentage for the male applicants was 7.6% (122). Well-qualified female applicants accounted for 8.3% of the total number of well-qualified applicants, while 16% (8) of the 50 engineering and scientific posts for which selections were made in favour of outside applicants were filled by female applicants. In the three occupational groups in question (Nuclear Engineers, Safeguards Inspectors and Chemists), applications from women accounted for only 9.7% of the total applications received and women accounted for only 7.7% of the well-qualified applicants. These low percentages reflect the continuing scarcity of well-qualified women in the nuclear field.

### **Conclusion**

17. The measures taken pursuant to resolution GC(40)/RES/19 have been instrumental in improving the representation of women in the Secretariat despite a scarcity of women in the nuclear field. The Secretariat, which will continue to take such measures, urges Member States - and particularly the developing countries among them - to nominate more well-qualified female candidates in order that further progress may be achieved.

# LIST OF ANNEXES

## PROFESSIONAL AND HIGHER-CATEGORY REGULAR STAFF

### ● REPRESENTATION OF WOMEN ON THE SECRETARIAT STAFF

- Annex I Regular staff by gender
- Annex II Distribution of female regular staff by geographical area
- Annex III Representation of regular staff by gender and main group of occupation
- Annex IV Outside applications for vacant regular posts for which the selection was completed between 2 August 1996 and 1 August 1997  
Page 1: Outside applications for administrative posts  
Page 2: Outside applications for scientific and engineering posts
- Annex V Regular staff by gender and type of contract



**PROFESSIONAL AND HIGHER-CATEGORY  
REGULAR STAFF**

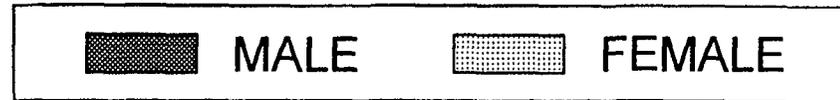
# Annexes I to V

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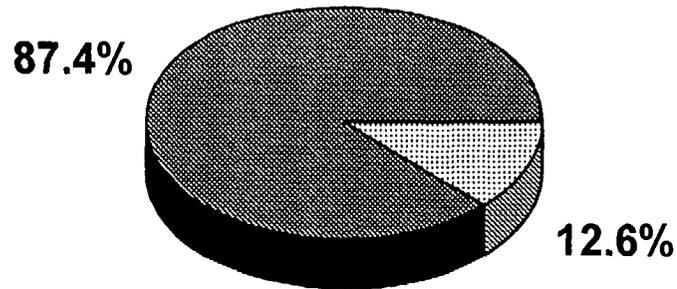
## **REPRESENTATION OF WOMEN ON THE SECRETARIAT STAFF**



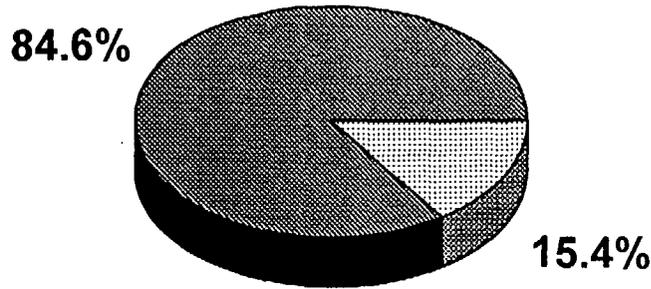
# PROFESSIONAL AND HIGHER-CATEGORY REGULAR STAFF BY GENDER



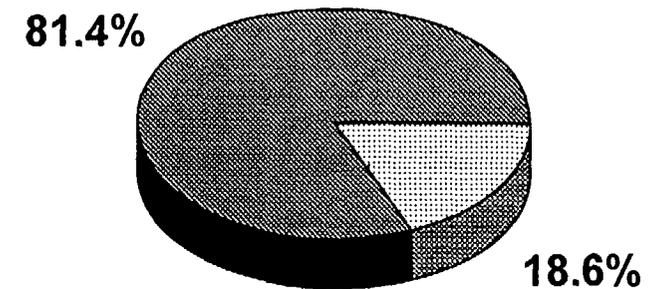
*1 September 1989*



*1 August 1993*



*1 August 1997*



	MALE	%	FEMALE	%
DDG	5	100.0	0	0.0
ADG	0	0.0	0	0.0
D-2	8	100.0	0	0.0
D-1	21	100.0	0	0.0
P-5	145	96.0	6	4.0
P-4	224	92.2	19	7.8
P-3	155	79.9	39	20.1
P-2	27	58.7	19	41.3
P-1	6	75.0	2	25.0
TOTAL	591	87.4	85	12.6

	MALE	%	FEMALE	%
DDG	5	100.0	0	0.0
ADG	0	0.0	0	0.0
D-2	11	100.0	0	0.0
D-1	17	94.4	1	5.6
P-5	152	91.0	15	9.0
P-4	202	91.0	20	9.0
P-3	142	73.6	51	26.4
P-2	23	62.2	14	37.8
P-1	4	100.0	0	0.0
TOTAL	556	84.6	101	15.4

	MALE	%	FEMALE	%
DDG	6	100.0	0	0.0
ADG	1	100.0	0	0.0
D-2	11	100.0	0	0.0
D-1	19 *)	79.2	5 **)	20.8
P-5	150	93.2	11	6.8
P-4	209	85.7	35	14.3
P-3	150	73.5	54	26.5
P-2	27	56.3	21	43.8
P-1	0	0.0	5	100.0
TOTAL	573	81.4	131	18.6

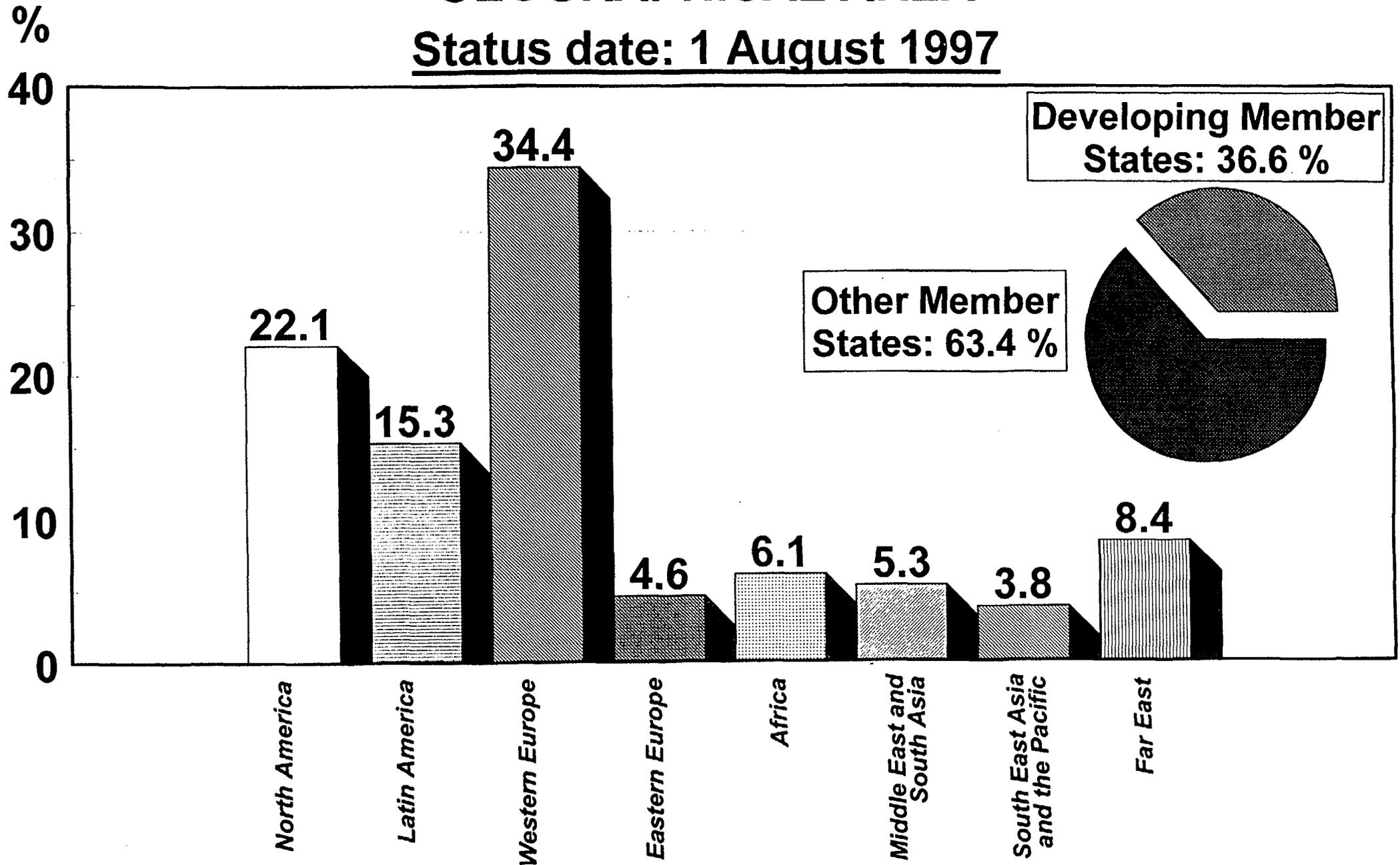
\*) Number of males on P-5 posts holding the personal grade of D-1: 5

\*\*) Number of females on P-5 posts holding the personal grade of D-1: 3



# PROFESSIONAL AND HIGHER-CATEGORY STAFF DISTRIBUTION OF FEMALE REGULAR STAFF BY GEOGRAPHICAL AREA

Status date: 1 August 1997



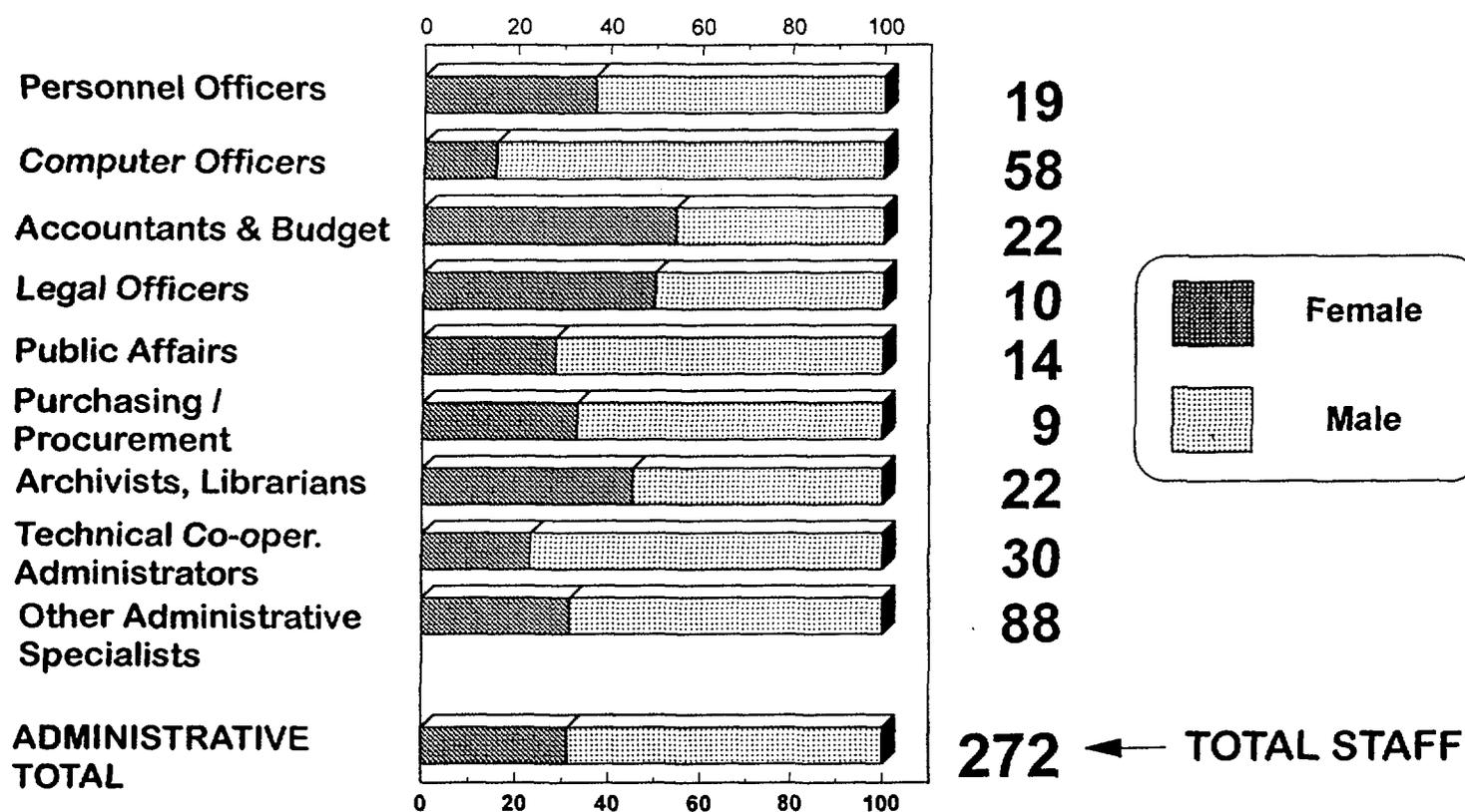


# PROFESSIONAL AND HIGHER-CATEGORY REGULAR STAFF REPRESENTATION BY OCCUPATIONAL GROUP

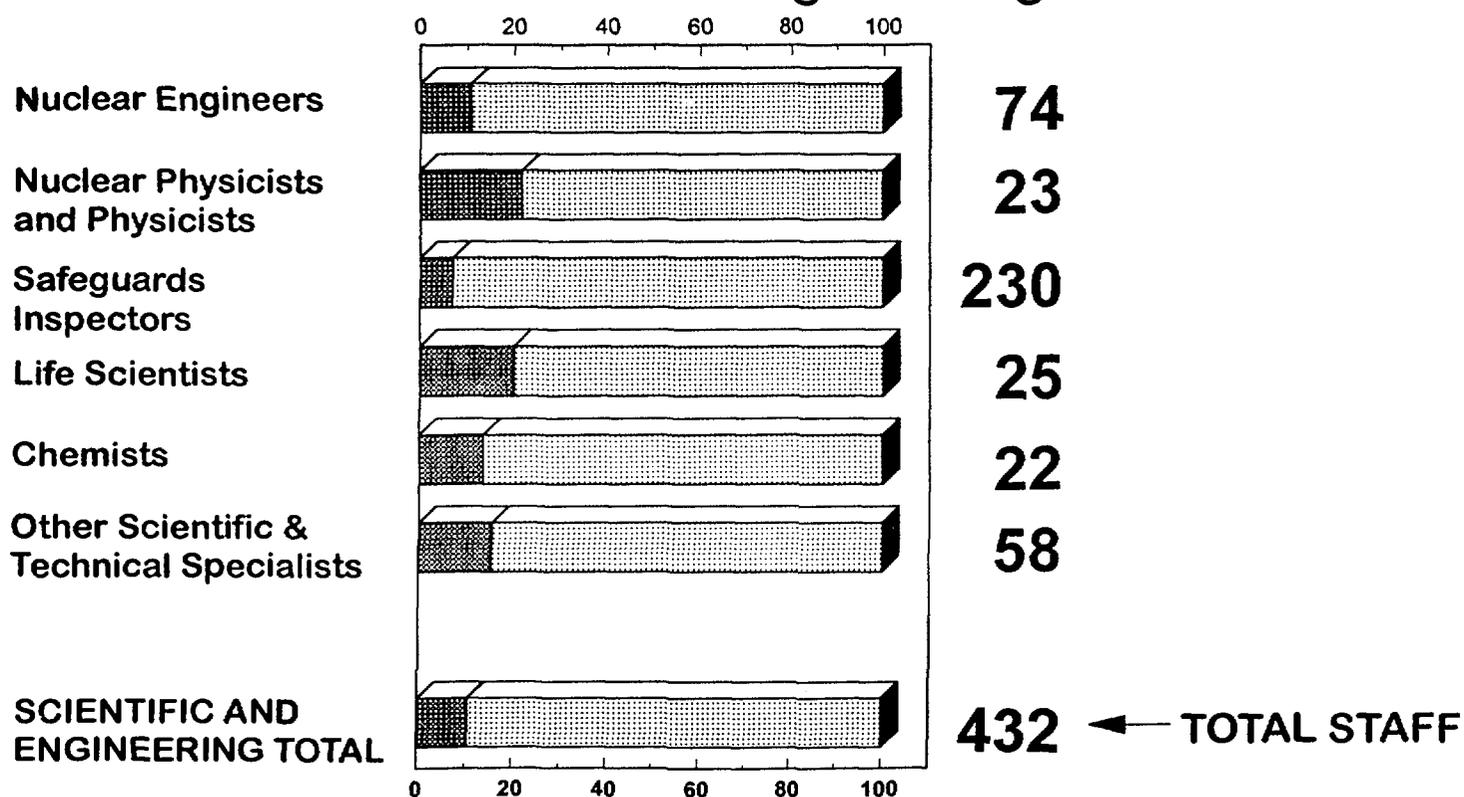
## Female and Male

Status date: 1 August 1997

### Administrative Field



### Scientific and Engineering Field

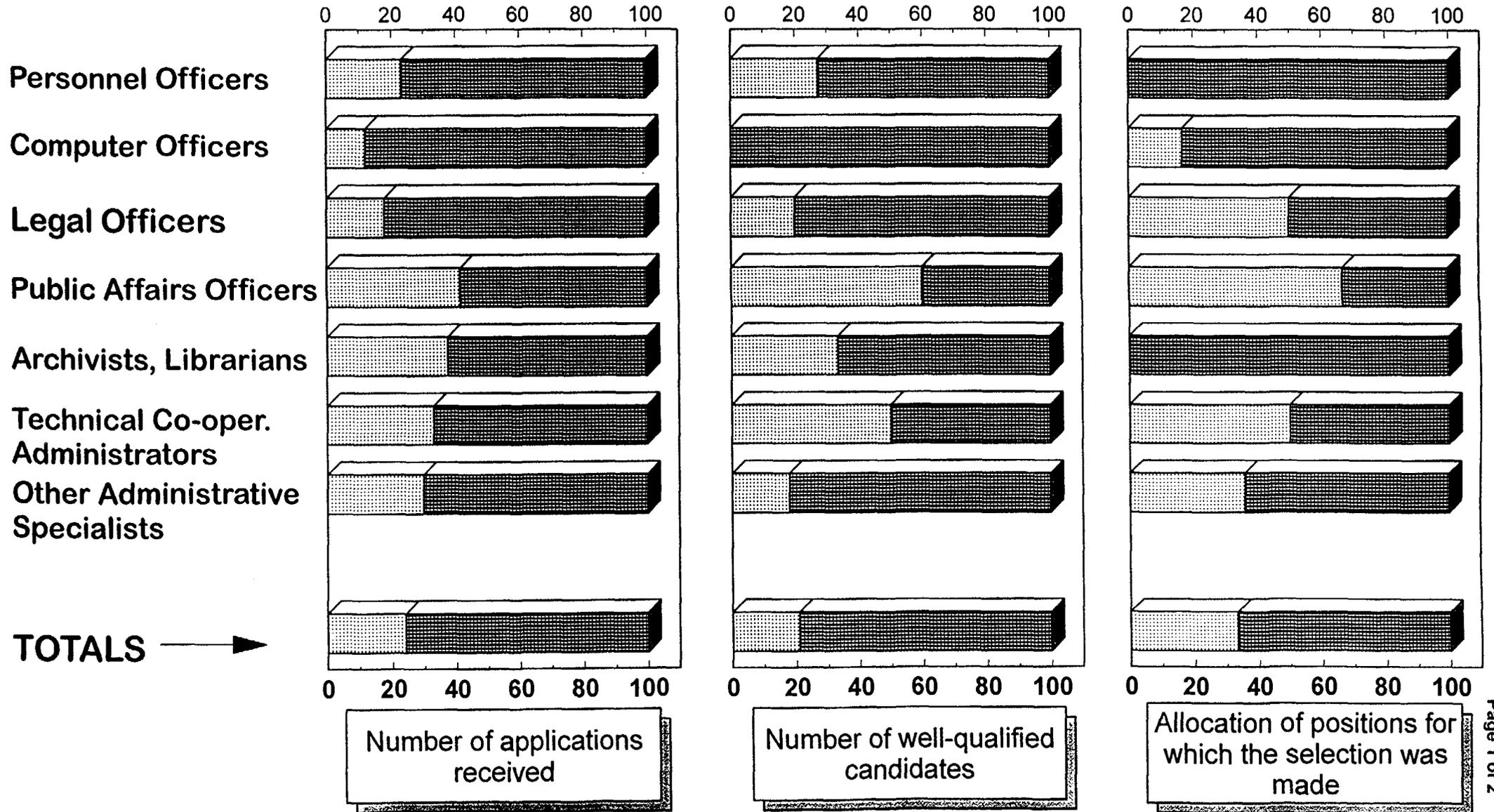




# PROFESSIONAL AND HIGHER-CATEGORY REGULAR STAFF

OUTSIDE APPLICATIONS FOR VACANT ADMINISTRATIVE POSTS FOR WHICH THE SELECTION HAS BEEN COMPLETED (2 August 1996 - 1 August 1997)

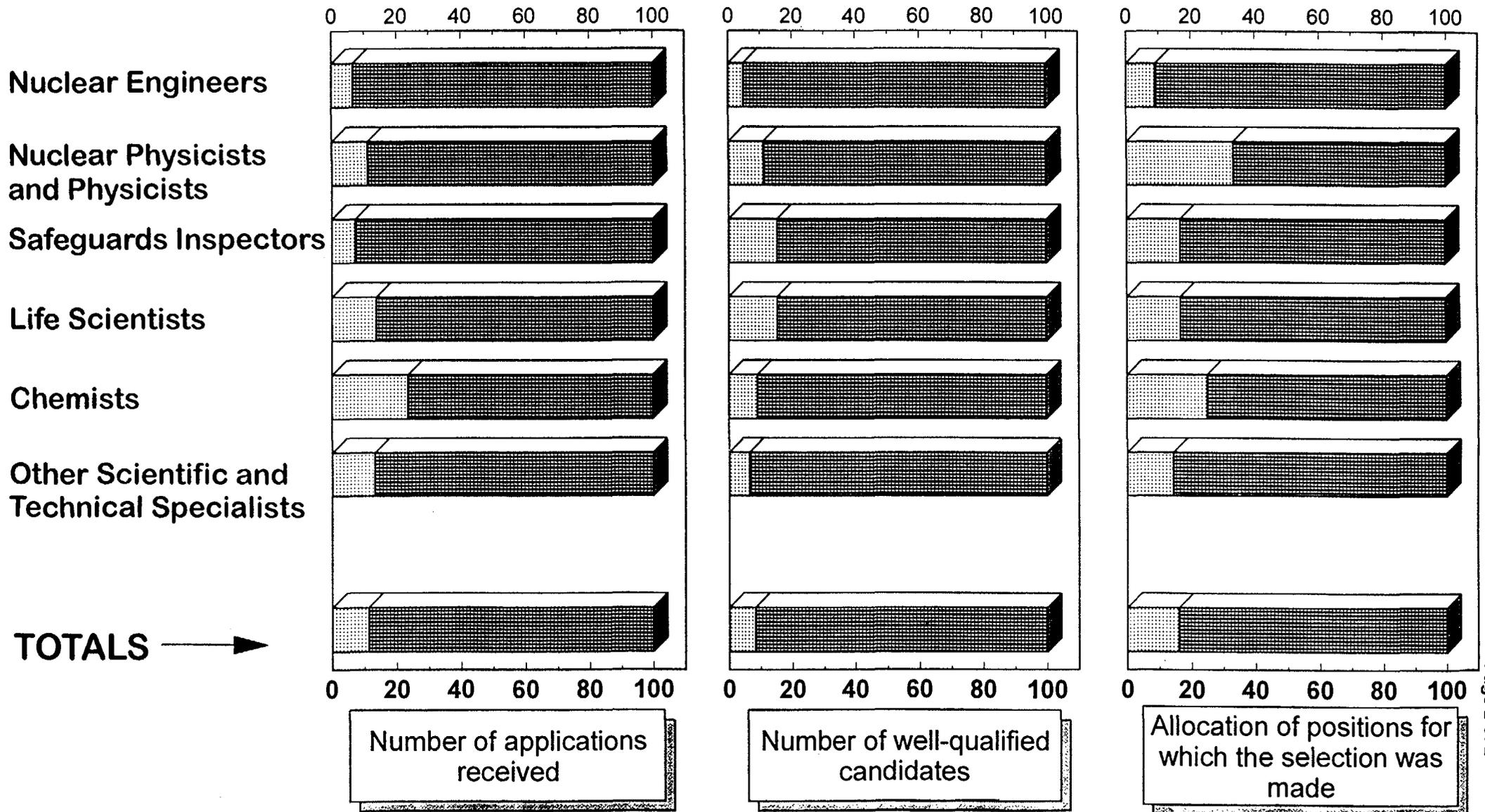
Female [stippled box] and Male [solid dark box]



# PROFESSIONAL AND HIGHER-CATEGORY REGULAR STAFF

OUTSIDE APPLICATIONS FOR VACANT SCIENTIFIC AND ENGINEERING POSTS FOR WHICH THE SELECTION HAS BEEN COMPLETED (2 August 1996 - 1 August 1997)

Female [stippled box] and Male [cross-hatched box]



# PROFESSIONAL AND HIGHER-CATEGORY REGULAR STAFF BY GENDER AND TYPE OF CONTRACT



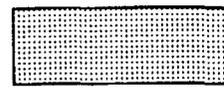
1 Sep.89	1 Aug.96	1 Aug.97
<b>44.7</b>	<b>36.2</b>	<b>35.9</b>
<b>55.3</b>	<b>63.8</b>	<b>64.1</b>

1 Sep.89	1 Aug.96	1 Aug.97
<b>40.8</b>	<b>48.2</b>	<b>46.2</b>
<b>59.2</b>	<b>51.8</b>	<b>53.8</b>

1 Sep.89	1 Aug.96	1 Aug.97
<b>41.3</b>	<b>46</b>	<b>44.3</b>
<b>58.7</b>	<b>54</b>	<b>55.7</b>



*Fixed-term  
contracts*



*Long-term  
contracts*

