



**Scientific responsibility:**

sfs – Sozialforschungsstelle Dortmund (social research centre), central scientific institution of the Technical University Dortmund

**Within the framework of the project:**

Improving Gender Equality Competences of Persons Responsible for Personnel Development in industry and Higher Education – GenCo (<http://www.gender-competence.eu>)

Please fill in the questionnaire by:

**8<sup>th</sup> of April 2011**

It will take approximately 10-15 minutes to answer all questions.

**Thank you for your cooperation.**



# 1. Toolbox of Good Practice for Gender Equality in Organisations

The GenCo project will develop an e-toolbox of good gender equality practice in different organisational areas which are invaluable for effective implementation.

## 1. In our organisation gender equality is considered a part of corporate identity (corporate social responsibility)

yes, as an important part	yes, to some extent	no, not at all
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 2. Do you expect that the European Union or your own country will set a binding quota for a minimum number of women in leading positions?

yes, very probable	fairly probable	not probable at all
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**3. Please answer the following questions concerning “Career and professional development”:**

	<b>3a: How important are the following topics for your organisation?</b>			<b>3b: Do you have sufficient know-how for implementing measures in this field?</b>			<b>3c: Do you want to learn more about this topic (<i>in the e-toolbox</i>)?</b>	
	<b>important</b>	<b>fairly important</b>	<b>not important</b>	<b>yes</b>	<b>fairly</b>	<b>no</b>	<b>yes</b>	<b>no</b>
Career development programmes for women (special incentives for women to participate)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equal pay for equal work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Career opportunities for part time employees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incentives for managers to promote women in their career development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mentoring / cross-mentoring programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership training for female staff members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender equality topics as appraisal criteria for managers (target setting)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other topics:

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Comments:

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**4 Please answer the following questions concerning “Recruitment and the filling of vacancies”:**

	<b>4a: How important are the following topics for your organisation?</b>			<b>4b: Do you have sufficient information for implementing measures in this field?</b>			<b>4c: Do you want to receive additional information on this topic (in the e-toolbox)?</b>	
	<b>important</b>	<b>fairly important</b>	<b>not important</b>	<b>yes</b>	<b>fairly</b>	<b>no</b>	<b>yes</b>	<b>no</b>
Recruitment of women for management positions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recruitment of women for male dominated jobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender neutral aptitude tests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advertising career opportunities to attract women to your organisation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Target ratios for women/ men recruitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Specific recruiting concept to attract young female academics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other topics:  
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Comments:  
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**5 Please answer the following questions concerning “Reconciliation of work/career and family responsibilities (work-life-balance)”**

	<b>5a: How important are the following topics for your organisation?</b>			<b>5b: Do you have sufficient information for implementing measures in this field?</b>			<b>5c: Do you want to receive additional information on this topic (in the e-toolbox)?</b>	
	<b>important</b>	<b>fairly important</b>	<b>not important</b>	<b>yes</b>	<b>fairly</b>	<b>no</b>	<b>yes</b>	<b>no</b>
Flexible working time schemes for staff members	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flexible choice of the working place (telework)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Measures to support part time work in management positions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consultancy for family members on reconciliation of work/career and family life	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Specific programs for parents during and after an absence because of care responsibilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assistance for parents with childcare responsibilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assistance for employees with care responsibilities for disabled or elderly family members								

Other topics:  
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Comments:  
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**6 Please answer the following questions concerning “Senior Management commitment and organisational gender equality policies”**

	<b>6a: How important are the following topics for your organisation?</b>			<b>6b: Do you have sufficient information for implementing measures in this field?</b>			<b>6c: Do you want to receive additional information on this topic (in the e-toolbox)?</b>	
	<b>important</b>	<b>fairly important</b>	<b>not important</b>	<b>yes</b>	<b>fairly</b>	<b>no</b>	<b>yes</b>	<b>no</b>
Function and tasks of a women’s representative or other staff member responsible for gender equality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Binding agreements on issues of gender equality in your organisation (percentage of women in higher positions)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organisational gender equality planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Facilitating demonstrating and increasing senior management commitment for implementing / improving gender equality policies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resources for gender equality policies (staff, budget,..)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other topics:  
\_\_\_\_\_

Comments:  
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**7 Please answer the following questions concerning “Management and assessment tools in organisational development”**

	7a: How important are the following topics for your organisation?			7b: Do you have sufficient information for implementing measures in this field?			7c: Do you want to receive additional information on this topic ( <i>in the e-toolbox</i> )?	
	important	fairly important	not important	yes	fairly	no	yes	no
Gender-specific staff data (e.g. function, salary, qualification, age, working time, further education, parental leave)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staff surveys (incl. questions on equal opportunity)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integration of gender equality issues in management, controlling and evaluation systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Only for academia:</i> Integration of gender equality in quality management / evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other topics:  
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Comments:  
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**8 Please answer the following questions concerning “Organisational culture”**

	<b>8a: How important are the following topics for your organisation?</b>			<b>8b: Do you have sufficient information for implementing measures in this field?</b>			<b>8c: Do you want to receive additional information on this topic (<i>in the e-toolbox</i>)?</b>	
	<b>important</b>	<b>fairly important</b>	<b>not important</b>	<b>yes</b>	<b>fairly</b>	<b>no</b>	<b>yes</b>	<b>no</b>
Equal opportunity as part of the organisation’s corporate identity (included in general principles)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooperation between men and women at the work place (e.g. mixed teams)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equal opportunity aspects included in marketing, image campaigns, products, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preventative measures against sexual harassment and bullying at the workplace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raising awareness of staff members and management to acknowledge family responsibilities of mothers <b>and</b> fathers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Only for academia:</i> Gender equality as an element in the institutions’ profile	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Only for academia:</i> Integration of gender studies into the research and teaching profile (e.g. by denomination of positions for gender studies)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Other topics:

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Comments:

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9 The following questions are only for institutions of higher education / academia.

If you belong to this group please click here:

Others please click here for the next questions:  (go to question 11)

10 **Only for academia:**

Please answer the following questions concerning “Research, teaching and education”

	2a: How important are the following topics for your organisation?			2b: Do you have sufficient information for implementing measures in this field?			2c: Do you want to receive additional information on this topic ( <i>in the e-toolbox</i> )?	
	important	partly important	not important	yes	partly	no	yes	no
Strategies to promote gender research	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strategies to integrate gender study into teaching	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strategies to increase the number of female students in male dominated study programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other topics:

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Comments:

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**11. Considering the previous questions, which do you think are the most important areas of activity for your organisation?  
Please tick up to three items.**

Career and professional development	<input type="checkbox"/>
Recruitment and the filling of vacancies	<input type="checkbox"/>
Reconciliation of work/career and family life – Work life balance	<input type="checkbox"/>
Senior management commitment and organisational gender equality policies	<input type="checkbox"/>
Management and assessment tools in organisational development	<input type="checkbox"/>
Organisational culture	<input type="checkbox"/>
(only for academia): Research, teaching and study programmes	<input type="checkbox"/>

**12. Are there any other topics you would like to find in the e-toolbox?**

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**13 In your opinion, what are the most important issues in dealing with gender equality. What are the main difficulties and how could they be overcome?**

<hr/> <hr/> <hr/>
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**14. To learn more about gender equality issues how helpful would you find the following formats**

	very useful	fairly useful	not useful at all
1. Reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Case studies			
3. Videos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Web-Seminars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. E-Learning program (with e-learning materials, assessment and certificate for successful participation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Exchange of experience and participation in network meetings (with other organisations/companies)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Other: _____			

**2. Organisational data / personal data**

**15 In which country is your organisation (branch office) situated?**

Czech Republic	<input type="checkbox"/>
Greece	<input type="checkbox"/>
Austria	<input type="checkbox"/>
Germany	<input type="checkbox"/>
United Kingdom	<input type="checkbox"/>

**16. Type of your organisation?**

Business / company	<input type="checkbox"/>
University (go to question 18)	<input type="checkbox"/>
Other type of organisation (e.g. municipality): _____ (go to question 20)	<input type="checkbox"/>

**17. In which sector does your organisation operate?** (Next question no. 20)

Manufacturing	<input type="checkbox"/>
Electricity, gas and water supply	<input type="checkbox"/>
Construction	<input type="checkbox"/>
Wholesale and retail trade; repair of motor vehicles, motorcycles and personal and household goods	<input type="checkbox"/>
Hotels and restaurants	<input type="checkbox"/>
Transport, storage and communications	<input type="checkbox"/>
Financial intermediation	<input type="checkbox"/>
Real estate, renting and business activities	<input type="checkbox"/>
Public administration and defence; compulsory social security	<input type="checkbox"/>
Education	<input type="checkbox"/>
Health and social work	<input type="checkbox"/>
Other community, social and personal service activities	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>

**18 What kind of scientific institution are you working for?**

University / University of applied sciences	<input type="checkbox"/>
Non university research institution (go to question 20)	<input type="checkbox"/>
Other type _____	<input type="checkbox"/>

**19 How many students does your institution have?**

Number of students	_____
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**20. What is your company's size?**

Small business (up to 50 staff members)	<input type="checkbox"/>
Medium-sized business (50 - 250 staff members)	<input type="checkbox"/>
Large business (more than 250 staff members)	<input type="checkbox"/>

**21 What is your position in your organisation?**  
*(Multiply choice)*

Member of the senior management or rectorate	<input type="checkbox"/>
Staff / management member responsible for personnel development	<input type="checkbox"/>
Equal opportunity commissioner / women representative / diversity commissioner	<input type="checkbox"/>
Member of the work council / employees' committee	<input type="checkbox"/>
Other position: _____	<input type="checkbox"/>

**22. Gender**

Female	<input type="checkbox"/>
Male	<input type="checkbox"/>

**Thank you for your time and your assistance.**  
**We will inform you about the results within three months.**

By clicking the following button you will submit the questionnaire.

**Submit**