

ASSEMBLY - 35TH SESSION

PLENARY

Agenda Item 7: Annual Reports of the Council to the Assembly for 2001, 2002 and 2003

REPORT ON THE RECRUITMENT AND STATUS OF WOMEN IN ICAO

SUMMARY

This paper reports on the steps taken to improve the recruitment and status of women in ICAO during the years 2001-2003 following similar actions taken by other organizations of the United Nations system. During the period under consideration the total number of female staff members in the Professional and higher categories changed from 74 in 2001, to 75 in 2002 and to 73 in 2003.

Action by the Assembly: as in paragraph 8.1.

1. INTRODUCTION

1.1 In its report to the 29th Assembly on the compliance with and implementation of the principle of equitable geographical representation (EGR) in posts of the Secretariat of ICAO, the Assembly was informed that a separate report on the recruitment of women would be submitted for the Council's consideration on a yearly basis. The Council had communicated its decision to report on the recruitment and status of women in ICAO to the Assembly (A29-WP/13, P/4, paragraph 2 refers). In accordance with that decision, the Council reported to the 31st, 32nd and 33rd Sessions of the Assembly on action it had taken (A31-WP/11, A32-WP/64 and A33-WP/69) in that regard.

1.2 The Assembly, at its 31st Session, adopted the targets and action plan established by the Council to increase the representation of women in the Professional and higher categories by approximately 1 per cent per annum over the next ten years starting from a base of 20 per cent in 1993. The Assembly also adopted the concept that ICAO is an equal opportunity employer. It was understood, however, that both the principle of equitable geographical representation and the policy of equal opportunity employer were compatible and could and should aim at improving the representation of women in the Professional and higher categories. The Assembly endorsed the action taken by the Council and requested that it continue to monitor the steps to be taken in the implementation of the targets and the action plan for the recruitment and status of women in ICAO.

1.3 This report is presented in accordance with that request. Statistical tables are provided for the years 2001, 2002 and 2003 in Appendix A to this report, including the Distribution of Total Professional

Staff by Gender/Level (Table 1), Distribution of Staff in Posts Subject to EGR by Gender/Level (Table 2), Female Staff (by Nationality) Occupying Professional Posts (Table 3), Distribution of General Service Staff at Headquarters by Gender and Level (Table 4) and Applications Received for and Appointments Made to Professional Posts (Table 5). Information provided on the Percentage of Female Staff Compared to Minimum Targets (Table 6) covers the years 1993 to 2003.

2. ACTION TAKEN BY COUNCIL

2.1 During the 148th Session, the Council decided that in future, annual reports on the recruitment and status of women in ICAO by the Secretary General could be circulated under cover of a memorandum from the President of the Council and tabled for discussion only upon a specific request by a Representative on the Council.

2.2 In accordance with the above-mentioned decision, reports on the recruitment and status of women in ICAO for the years 2001 and 2002 were circulated by memoranda dated 31 May 2002 (PRES AK/819) and 3 November 2003 (PRES AK/910) respectively. The subject was tabled for discussion during the 166th and 170th Sessions. At its 166th Session, the Council had considered the annual report on the recruitment and status of women in ICAO for 2001 based on the targets and action plan it had adopted (C-MIN 140/11 and C-MIN 142/2) and requested the Secretary General to report to the 167th Session on the reformulation of an updated affirmative action programme. At its 167th Session, the Council had agreed to a two-fold action programme which entailed implementing a number of internal and external measures in order to further increase the number of women in the Professional and higher categories in the Secretariat.

3. IMPLEMENTATION OF THE ESTABLISHED TARGET AND ACTION PLAN

3.1 In accordance with the Council decision taken at the 29th meeting of its 130th Session, information on the recruitment of women and the distribution of posts among male and female staff members in the Secretariat in both the General Service and Professional and higher categories, has been reviewed on an annual basis by the Council. Appendix A contains a number of statistical tables for the period 2001-2003, including the year-to-year percentages achieved since 1993 in comparison with the minimum targets established by the Assembly.

3.2 Since the setting of a minimum target and adoption of the action plan for the recruitment and improvement of the status of women in ICAO at the 31st Session of the Assembly, the Secretary General has continued to impress upon ICAO Regional Directors the necessity of establishing closer contacts with national administrations in their regions to identify suitably qualified female candidates who could be released or seconded for assignments with the Organization. In addition, the Regional Offices have been requested to encourage female participants attending meetings organized at the regional level to complete Application-for-Employment forms for evaluation by Headquarters for possible inclusion in the roster. During 2003, contact was also made with 247 female participants who attended ICAO meetings at Headquarters on a wide range of disciplines in the aviation field.

3.3 Gender equality continues to be emphasized throughout all phases of the recruitment and appointment process including the review of applications by the Presenting Officers and during the deliberations of the Appointment and Promotion Boards. In addition, separate rankings are being made taking into account gender equality. Suitable female candidates are also specifically drawn to the attention of the Secretary General when the recommendations of the Appointment and Promotion Board are submitted to him.

3.4 Efforts continue to be made to increase the representation of women at all levels in the Professional and higher categories by working closely with the human resources departments of civil aviation authorities in ICAO Contracting States to identify qualified female candidates. In September 2003, a letter was sent to all Council Representatives in order to establish contacts with focal points in their Administrations who could assist in identifying suitable female candidates.

3.5 In addition, women were engaged on temporary bases as follows: Junior Professional Officers - 1 in 2001, 2 in 2002; Associate Experts - 1 in 2001, 1 in 2002, 1 in 2003; Trust Funded posts - 1 in 2001, 2 in 2002, 3 in 2003; Consultants - 1 in 2001; Special Service Agreements - 3 in 2001, 9 in 2002 and 11 in 2003.

4. TECHNICAL CO-OPERATION PROGRAMME

4.1 The participation of women in technical co-operation programmes can be assessed by both the number of female candidates selected for assignments as Field Experts and those nominated for fellowships. In the case of fellowships, ICAO's responsibility is limited to providing the areas of specialization and the country where the fellowship is to be implemented. The nomination of fellows is the prerogative of the Beneficiary Contracting States. Similarly, the final selection of experts for field assignments is decided upon by the host government. Nevertheless, ICAO ensures that the short lists of qualified experts who meet the requirements of the Terms of Reference provided by the Governments, include female candidates who are available on the roster.

5. WOMEN IN THE GENERAL SERVICE CATEGORY

5.1 The distribution of General Service staff at Headquarters by gender and level as of 31 December 2001, 2002 and 2003 is shown in Table 4 of Appendix A. During these periods, the total number of staff in the General Service category at Headquarters decreased from 364 in 2001, to 362 in 2002 and to 357 in 2003 and similarly, the total number of female staff also decreased from 294 in 2001, to 292 in 2002 and to 291 in 2003. Nevertheless, despite this decrease in the total numbers, the percentage of female staff increased from 80.8% to 81.5%.

6. STATUS OF WOMEN IN THE UNITED NATIONS SYSTEM

6.1 ICAO has continued to support and monitor the efforts being made toward improving the status and representation of women by individual organizations in the United Nations (UN) system as well as at the global level in line with the decisions of the UN General Assembly on the subject. ICAO's efforts continue to take place within the context of the UN common system and it is anticipated that initiatives will soon be taken to implement gender mainstreaming within the work programme of the Organization. Statistical information on gender balance within the UN system, as provided by the International Civil Service Commission (ICSC), is given at Appendix B. While the number of female staff in ICAO is relatively low compared to that of some of the other UN organizations, it should be noted that the total number of applications received from female candidates was only 21.2% in 2001, 17.6% in 2002 and 19.9 % in 2003 (Appendix A, Table 5 refers).

6.2 In 2003, ICAO was represented at the annual meeting of the Inter-Agency Network on Women and Gender Equality in New York. This meeting was attended by some 40 participants from the UN, Specialized Agencies and Regional Bodies from all parts of the world. Further to that meeting, arrangements were made for ICAO to be linked with the *WomenWatch* website (www.un.org/womenwatch) which is the UN internet gateway on the advancement and empowerment of women. The ICAO Focal Point for Women

also addressed a meeting of Women in Aviation International (WAI) in Cincinnati, Ohio which has over 7000 members worldwide.

7. FINANCIAL IMPACT OF THE PROPOSED ACTION

7.1 The proposals contained in this working paper have no direct budgetary implications for the immediate future.

8. ACTION BY THE ASSEMBLY

8.1 The Assembly is invited to:

- a) note that the Council will continue to monitor the steps taken in the implementation of the targets and the action plan for the recruitment and status of women in ICAO; and
- b) provide further guidance on the basis of the information contained in this paper.

**APPENDIX A
STATISTICAL TABLES**

**TABLE 1
Distribution of Total Professional Staff by Gender/Level
as at 31 December 2001, 2002 and 2003**

Level	2001			2002			2003		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
SG	1	-	1	1	-	1	1	-	1
D	5	-	5	5	-	5	4	-	4
PO	17	-	17	17	-	17	16	-	16
P-5	45	4	49	42	8	50	43	6	49
P-4	126	32	158	125	29	154	122	29	151
P-3	39	23	62	38	22	60	38	22	60
P-2	15	15	30	13	16	29	10	16	26
P-1	2	-	2	-	-	-	-	-	-
Totals	250	74	324	241	75	316	234	73	307
%	77.2	22.8	100.0	76.3	23.7	100.0	76.2	23.8	100.0

**TABLE 2
Distribution of Staff in Posts Subject to EGR
by Gender/Level
as at 31 December 2001, 2002 and 2003**

Level	2001			2002			2003		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
D	5	-	5	5	-	5	4	-	4
PO	15	-	15	15	-	15	14	-	14
P-5	37	2	39	35	5	40	34	4	38
P-4	90	15	105	93	15	108	89	15	104
P-3	21	12	33	21	10	31	22	9	31
P-2	9	12	21	8	13	21	5	13	18
P-1	-	-	-	-	-	-	-	-	-
Totals	177	41	218	177	43	220	168	41	209
%	81.2	18.8	100.0	80.5	19.5	100.0	80.4	19.6	100.0

TABLE 3
Female Staff (by Nationality) Occupying Professional Posts
in ICAO as at 31 December 2001, 2002 and 2003

Country	Number		
	2001	2002	2003
Argentina	2	3	3
Belgium	1	1	1
Brazil	1	1	1
Canada	33	32	32
China	-	2	2
Colombia	2	2	2
Egypt	2	2	2
France	8	8	7
Germany	4	4	4
Ghana	1	1	1
Iraq	-	-	1
Ireland	1	1	1
Lebanon	1	1	1
Mexico	2	2	1
Nigeria	1	1	1
Peru	1	1	1
Poland	1	1	1
Spain	2	2	2
Switzerland	1	1	1
Thailand	1	1	1
United Kingdom	5	4	3
United States	<u>3</u>	<u>4</u>	<u>4</u>
Totals	74	75	73

TABLE 4
Distribution of General Service Staff
at Headquarters by Gender and Level

Level	2001				2002				2003			
	Female	Male	Total	Female Staff %	Female	Male	Total	Female Staff %	Female	Male	Total	Female Staff %
G-1	-	-	-	0.0	-	-	-	0.0	-	-	-	0.0
G-2	-	4	4	0.0	-	4	4	0.0	-	4	4	0.0
G-3	6	7	13	46.2	5	7	12	41.7	5	6	11	45.5
G-4	42	3	45	93.3	43	2	45	95.6	38	1	39	97.4
G-5	101	20	121	83.5	97	22	119	81.5	95	19	114	83.3
G-6	71	17	88	80.7	66	15	81	81.5	69	16	85	81.2
G-7	38	9	47	80.9	42	10	52	80.8	43	9	52	82.7
G-8	33	10	43	76.7	36	8	44	81.8	38	9	47	80.8
G-9	<u>3</u>	-	<u>3</u>	<u>100.0</u>	<u>3</u>	<u>2</u>	<u>5</u>	<u>60.0</u>	<u>3</u>	<u>2</u>	<u>5</u>	<u>60.0</u>
Totals	294	70	364	80.8	292	70	362	80.7	291	66	357	81.5

TABLE 5
Applications Received for and Appointments Made to
Professional Posts, 2001 - 2003

	2001		2002		2003	
	Number	%	Number	%	Number	%
<u>Applications Received</u>						
Female Candidates	197	21.2	244	17.6	284	19.9
Male Candidates	<u>733</u>	<u>78.8</u>	<u>1144</u>	<u>82.4</u>	<u>1145</u>	<u>80.1</u>
Total	930	100	1388	100	1429	100
<u>Appointments Made</u>						
Female Candidates	5	17.9	9	34.6	7	31.8
Male Candidates	<u>23</u>	<u>82.1</u>	<u>17</u>	<u>65.4</u>	<u>15</u>	<u>68.2</u>
Totals	28	100	26	100	22	100

TABLE 6
Percentage of Female Staff
Compared to Minimum Targets

Year	Percentage of Female Staff Over Total Number of Staff (1993 - 2003)	Minimum Target (%)	Difference (%)
1993	20.0	Base	n/a
1994	20.7	21.0	(0.3)
1995	22.5	22.0	0.5
1996	20.9	23.0	(2.1)
1997	20.8	24.0	(3.2)
1998	21.2	25.0	(3.8)
1999	21.5	26.0	(4.5)
2000	22.1	27.0	(4.9)
2001	22.8	28.0	(5.2)
2002	23.7	29.0	(5.3)
2003	23.8	30.0	(6.2)

**Data provided by the International Civil Service Commission (ICSC) Paper
on the
Statistical Review of Gender Balance of Organizations
in the United Nations Common System
(ICSC/58/R.9)**

Organization	Staff in Posts Subject to Equitable Geographical Representation (EGR)		Staff in Posts Not Subject to Equitable Geographical Representation (EGR)	
	Women as % of Total		Women as % of Total	
	1996	2002	1996	2002
United Nations	35.5	41.0	31.2	30.1
UNDP	n/a	n/a	37.3	41.6
UNFPA	n/a	n/a	44.1	49.3
UNHCR	n/a	n/a	34.6	38.0
UNICEF	n/a	n/a	39.2	46.1
ILO	27.3	36.5	n/a	n/a
FAO	17.9	23.8	19.1	31.6
WFP	n/a	n/a	26.5	39.3
UNESCO	32.2	43.9	45.6	48.2
WHO	24.4	31.7	40.6	42.3
UNAIDS	n/a	n/a	not available	39.0
ICAO	18.4	19.5	26.7	33.7
UPU	15.6	22.2	n/a	n/a
ITU	14.8	28.0	29.5	34.5
WMO	n/a	n/a	18.9	23.7
IMO	23.1	28.9	51.4	58.8
WIPO	23.1	36.4	41.9	46.9
IFAD	n/a	n/a	30.1	40.0
IAEA	16.8	17.8	32.4	38.6

- END -