



EUROPEAN INSTITUTE FOR GENDER EQUALITY

## **Annual Work Programme 2011**

Adopted 8 February 2011  
Final version

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# INTRODUCTION

## **The First Years of the European Institute for Gender Equality**

As a recently established gender equality actor at EU level, the European Institute for Gender Equality will operate within the framework of European policies and initiatives. Regulation No 1922/2006 of the European Parliament and of the Council<sup>1</sup> lays the ground for the Institute's activities, and assigns to it the role of addressing the challenges of and promoting gender equality across the European Union.

The European Commission Strategy for Equality between Women and Men 2010-2015, adopted on 21 September 2010, provides the political context for the Institute to contribute to strengthening equality between women and men in Europe. The Institute will contribute to the successful implementation of the Strategy and the promotion of equality between women and men in Europe through delivering technical expert support to the European Commission and Member States.

The new strategy for jobs and growth, Europe 2020, adopted by the European Council in 2010, is relevant to the work of EIGE regarding its target for the employment rate for women and men aged 20-64, as well as regarding policies promoting further opportunities for developing training, skills and the professional experience of women.

During the period 2009-2010, marked by intensive efforts to set up the agency, EIGE created the conditions necessary for its administrative and financial independence, granted in June 2010. The Grand Opening event on 21-22 June 2010 was a significant milestone, and offered the opportunity to introduce the Institute's mandate and objectives to a large number of stakeholders and the public.

Since the beginning of 2010, the team at the Institute has grown rapidly and met its target to recruit 31 staff members by the end of the year. Important procedures and internal rules have been developed to ensure the smooth and transparent functioning of the agency. The Management Board of the Institute started its new term of office with nine new members from Member States. The Institute's Experts' Forum supported the Institute during the initiation of the first areas of work. To ensure synergies, avoid duplication and increase the effectiveness of its work, as defined in the Establishment Regulation, the Institute established close relationships and concrete cooperation with FRA, Eurofound, CEDEFOP and EU-OSHA.

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<sup>1</sup> Regulation (EC) No 1922/2006 of the European Parliament and of the Council of 20 December 2006 on establishing a European Institute for Gender Equality.

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## STUDIES PLANNED FOR 2011

# 1 MISSION AND FOCUS FOR 2011

Equality between women and men is both a fundamental right and a common principle of the European Union.

**Making equality between women and men a reality for all Europeans and beyond** is the vision of the European Institute for Gender Equality.

To become the competence centre in the area of gender equality in Europe, EIGE will consolidate its efforts in collecting knowledge, sharing experience and hosting expertise on equality between women and men.

**THE EUROPEAN INSTITUTE FOR GENDER EQUALITY WILL STRIVE  
to become the European competence centre on gender equality issues.**

## 1.1 OVERALL OBJECTIVES

The overall objectives or long-term effects for the work of EIGE, as defined in its Regulation, are:

‘ ... to contribute to and strengthen the promotion of gender equality including gender mainstreaming in all Community policies and the resulting national policies, and the fight against discrimination based on sex, and to raise EU citizens’ awareness of gender equality...’.<sup>2</sup>

## 1.2 FOCAL AREAS AND MAIN TOOLS FOR 2011

The Work Programme for 2011 will create the necessary structures, develop methods of work and will lay the ground for smooth implementation of other tasks defined in the mandate of the Institute for the future. To ensure the necessary administrative and organisational capacity to deliver within the focal areas of gender equality work, the set-up of the Institute will be completed during 2011 and will deliver one of the first outcomes of the Mid-term Work Programme 2010-2012.

**Within the first focal area**, EIGE will collect existing data at European level and develop methods to improve the objectivity, comparability and reliability of data and indicators.

**Work with the Beijing Indicators** will take the form of technical support to the Council Presidencies in selected areas of concern. The development of reliable data, statistics and indicators will offer the European Commission, the Member States and all other stakeholders a steadfast, coherent and centralised system to support follow-up and reporting on the advancement of women, and progress of gender equality in the 12 areas of concern of the Beijing Platform for Action.

**Developing an EU Gender Equality Index** will contribute to the creation of a commonly agreed concept for assessing the realities of gender (in)equality in the EU Member States, and will present hard evidence to support political decisions. In cooperation with the European Commission and the Member States throughout the year, EIGE will focus on the development of a conceptual framework and harmonised methodology for an EU Gender Equality Index. The establishment of a conceptual framework for the EU Gender Equality Index will be improved and complemented by implementing EIGE’s activities in the area of the Beijing Indicators.

**The second focal area** will concentrate on gender mainstreaming methods and tools. EIGE will start collecting, processing and disseminating good practices of work with gender equality.

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<sup>2</sup> Regulation (EC) No 1922/2006 of the European Parliament and of the Council of 20 December 2006 on establishing a European Institute for Gender Equality, O.J. L 403/9, Art.2.

**Collection and development of tools and methods for gender mainstreaming** will identify the first effective gender mainstreaming approaches and tools, make them available through the Resource and Documentation Centre, and start developing the Institute's capacity to design tailor-made gender mainstreaming products.

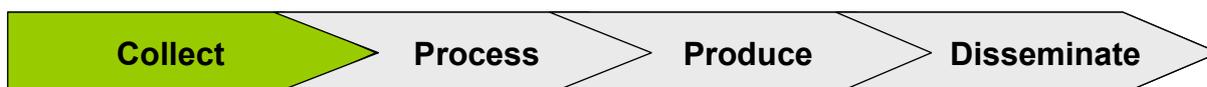
**Best practices on gender equality approaches, methods and tools** developed and used by the Commission services, Member States and other relevant stakeholders will be collected for processing and further dissemination.

Following the approach of the European Commission's Strategy for Equality between Women and Men 2010-2015, EIGE will integrate work with men and gender equality as a horizontal issue.

The establishment of the Institute's **Resource and Documentation Centre** will create a central tool for EIGE to disseminate collected data, information, tools and methods, best practices and all other relevant information. The Resource and Documentation Centre will develop the capacity to house an online collection, databases and catalogues, and a library that will be accessible to researchers, policy analysts, experts and media/communicators.

The remaining activities of the Institute will serve as tools necessary for effective and smooth implementation of the work of the Institute and the delivery of outputs planned for 2011.

In 2011, EIGE will develop the concept and structure of the Institute's central source of information, i.e. its Resource and Documentation Centre to enable the Institute to collect existing data and information, analyse and process the information, and start preparing for the future production and dissemination of tailor-made products on gender equality. Collecting, analysing, processing and disseminating data and information on gender equality issues creates the framework for all of EIGE's activities, starting with the collection phase.



### 1.3 IMPLEMENTATION APPROACH

Designed to account for and monitor the operations and activities of the Institute, this Annual Work Programme is based on the universally-accepted method of Results-Based Management (RBM). Throughout 2011, the Institute and individual staff members will aim to reach the expected outcomes and outputs (mid-term and immediate results).

In accordance with the Regulation, the Institute carries out its tasks within the competencies of the EU, and in light of the objectives adopted and priority areas identified in its Mid-Term Work Programme 2010-2012. The activities and outputs of the Annual Work Programme 2011 aim to support the implementation of EU policies and priorities in the field of gender equality, in particular the Commission Strategy for Equality between Women and Men 2010 to 2015.

Planning and implementation of all future activities of the Institute will be based on a coherent approach, which includes collecting, analysing and processing existing information on gender equality in Europe in order to disseminate it and make it useful and visible to a large number of users. This approach will create the conditions for the Institute to become a strong and competent actor with an independent source of information on gender equality and will give the Institute's Resource and Documentation Centre a central role in hosting and disseminating all collected information.

Teams responsible for stakeholders and communications will contribute to the delivery of outputs by developing an external communication strategy, and by adjusting the forms and channels of dissemination of information to various stakeholders and EU citizens. EIGE's efforts in **awareness raising, networking and**

**communication** will create a platform for information exchange and the promotion of equality between women and men. Setting up a European Network on Gender Equality will develop common activities and actions in cooperation with EIGE's main stakeholders and will aid in the dissemination of information to all users.

The data, statistics, best practices and tools collected across the activities of the Institute will be transferred to the Resource and Documentation Centre for further processing, and the production of relevant materials and publications. The products and information will later be disseminated to relevant stakeholders through the Institute's website and other information channels.

Besides information received through the work on the Beijing Platform for Action, the EU Gender Equality Index and gender mainstreaming, EIGE will start gathering data, information and good practices in some pilot areas, thus effectively contributing to EIGE's Resource and Documentation Centre.



## 2 ANNUAL WORK PROGRAMME 2011

This Annual Work Programme outlines the Institute's activities for 2011 and the human and financial resources necessary to implement them.

To contribute to reaching its overall objectives, the Institute will organise its work around defined activity areas, which will deliver outputs (immediate results) and thereby contribute to achieving the outcome level objectives (medium-term results).

### 2.1 INSTITUTIONAL SET-UP AND BODIES OF EIGE

*Output of the activity:* **Necessary administrative and operational structures in place**

By the end of 2011, the set-up of the Institute will be complete, once all staff have been recruited, i.e. 27 Temporary Agents, six Contract Agents and six Seconded National Experts. To enable the smooth operation of the Institute, internal documents and procedures, such as the Business Continuity Plan and an action plan for the implementation of Internal Control Standards, will be developed.

To raise the competence of EIGE’s staff in 2011, two more training sessions will be organised on gender sensitivity-related topics. This training will be open to the gender focal points (gender experts) from EU Institutions and EIGE’s sister agencies.

## BODIES OF EIGE

### Management Board<sup>3</sup>

In its role as the decision-making body of the agency, the Management Board will supervise operations. It will adopt new staff-related and internal administration and financial documents, and will assist the Institute in the process of finalising its set-up phase.

In 2011, the Management Board will adopt the Annual Work Programme for 2012 and its budget, and will discuss the priorities of the next Mid-term Work Programme. During the year, the Management Board will also approve the Institute’s first Annual Report.

The Management Board's activity will include its meetings during 2011, for which all related costs will be covered, such as those for interpretation during meetings (four languages) as well as translations for key documents. To facilitate the work of the Institute and ensure effective and timely decision-making, EIGE and the Management Board will consider appropriate forms of working, such as specialised sub-groups established within the Management Board.

### Experts’ Forum<sup>4</sup>

In 2011, the Experts’ Forum will continue to assist the Institute in defined areas of work and its working groups, and will advise on the development of methods and tools. The Institute will seek the advice and involvement of members of the Experts’ Forum in finding the most effective channels for disseminating information.

*Output indicators:* cooperation agreement with OLAF signed (Q1); two training sessions on gender-sensitivity for EIGE staff (Q1, Q2); meetings of the Management Board (Q1, Q3, Q4), Internal Control Standard action plan in place (Q2); implementing provisions for the staff regulation adopted (Q2, Q3); meetings of the Experts’ Forum (Q2, Q3, Q4); establishment plan completed (Q3); Business Continuity Plan in place (Q3, Q4).

## Human resources (2011)

### 2.1.: Institutional set-up and bodies of EIGE

Temporary agents AD	Temporary agents AST	SNE <sup>5</sup>	Contract agents CA	Total staff	%	Budget Title 1 ‘STAFF’
4.3	2.5	0	2.6	9.4	24	699.471

<sup>3</sup> According to the Institute’s Regulation, the Management Board takes all necessary decisions for the operations of the Institute; in particular, it adopts the Medium-term Work Programmes and Annual Work Programmes, the Annual Report as well as the Institute’s draft and final budgets. It also adopts the Institute’s internal rules and rules of procedure. The Management Board exercises disciplinary authority over the Director and has the power to appoint or dismiss her/him.

<sup>4</sup> The Experts’ Forum supports the Director in ensuring the excellence and the independence of activities of the Institute and constitutes a mechanism for an exchange of information in relation to gender equality issues and the pooling of knowledge. It ensures close cooperation between the Institute and competent bodies in the Member States. The Experts’ Forum operates as the Institute’s advisory body to provide expertise knowledge in the field of gender equality.

<sup>5</sup> Seconded National Expert.

## 2.2 FOCAL AREA 1: COMPARABLE AND RELIABLE DATA AND INDICATORS ON GENDER EQUALITY

### 2.2.1. COLLECTION OF DATA, STATISTICS AND INFORMATION ON ALL OF THE 12 CRITICAL AREAS OF CONCERN OF THE BPFA/PROVIDING SUPPORT TO THE POLISH, DANISH AND CYPRIOT PRESIDENCIES OF THE COUNCIL

*Output of the activity:* **Mode of work and expertise to support the Member States and the Presidencies of the Council developed**

Within this focal area, EIGE will adopt a dual approach: it will start preparing the resources and database to support the future Presidencies by collecting all existing statistics and data broken down by sex on several areas of concern and it will deliver concrete support to the Presidencies of the Council in selected areas of BPfA.

In 2011, EIGE will gather and analyse existing data, information and statistics in some of the 12 areas of concern of BPfA. The European Union has adopted indicators in nine critical areas of concern of the Beijing Platform for Action:

- Women and Poverty (A) (3 indicators)
- Education and Training of Women (B) (3 indicators)
- Women and Health (C) (3 indicators)
- Violence against Women (D) (3 indicators)
- Women and Armed Conflict (E) (4 indicators)
- Women and the Economy (F) (18 indicators)
- Women in Power and Decision-making (G) (18 indicators)
- Institutional Mechanisms (H) (3 indicators)
- The Girl Child (L) (3 indicators)

Critical areas of concern where indicators have not yet been developed:

- Human Rights of Women (I)
- Women and the Media (J)
- Women and the Environment (K)

With the aim of collecting and processing statistics and data for future use, and to facilitate the harmonisation of indicators, EIGE will start with a classification of existing data and information, relevant sources of information and best practices. As part of the Institute's Resource and Documentation Centre, the information will be used to increase the visibility of existing indicators and data, and to promote understanding, interest and usage of statistical data and indicators. EIGE will review the existing methodology and research documentation covering the 12 critical areas of the Beijing Platform for Action, and will present the results to the Experts' Forum and the Management Board. Information will be disseminated through EIGE's website on a special page presenting information on the Beijing PfA through the Institute's Resource and Documentation Centre.

#### Area D: Violence against Women

In collecting data and information in the area of **Violence against Women**, EIGE will not only gather the information within the scope of its work with the Beijing indicators, but it will also contribute to the implementation of the future actions of the European Commission on Combating Violence against Women, which will define EIGE's role in this area. In order to collect, process and store all relevant information and best practices within EIGE's Resource and Documentation centre, a study that maps the resources, publications and best practices on addressing violence against women will be launched in the second half of 2011.

To create synergies and complementarity and to broaden the channels of dissemination of information, cooperation with relevant organisations will be established. Among the first concrete steps of cooperation with the European Agency for Fundamental Rights (FRA), EIGE has committed itself to supporting FRA with expertise and direct input in the EU-wide survey on violence against women.

Identification and mapping of relevant bodies that use and produce gender equality related statistics, like academic and research centres, civil society organisations and other relevant institutions will take place in 2011. Among the primary partners, EIGE will strengthen cooperation with the European Statistical System, mainly Eurostat, and for data not available at EU level the National Statistics Offices in the Member States, the ILO Bureau in Geneva and with OECD. Where indicators are insufficient, EIGE will identify other sources of information, such as the CoE, UNSD, UN Women, UNECE, and the World Bank.

During the year, EIGE will provide information about its work, present and discuss the research outcomes through participation in several EU-wide events, conferences, workshops and/or roundtables that are of relevance to its current work. The aim is to promote and increase the visibility of the Institute in networks of experts, knowledge centres and among other stakeholders.

EIGE will support the preparatory work of the **Polish, Danish, Cypriot and successive Presidencies of the Council** on the assessment, development and collection of indicators for evaluating progress in selected areas of the Beijing Platform for Action. In close collaboration with the Member States holding the Presidencies of the Council, EIGE will update and improve existing indicators and will provide support in developing new indicators in areas not yet covered. EIGE will also collaborate closely with Member State representatives to prepare the respective Council Presidency Report.

The background studies<sup>6</sup> launched in 2010 will be the basis of EIGE's work for continuous updating and monitoring of data and indicators to facilitate the use of reliable information. EIGE will prepare and carry out specific studies on three critical areas of the BPfA that are to be chosen by Poland, Denmark and Cyprus for their respective Presidencies of the Council.

Based on the proposals of the Polish Government and the Danish Government,<sup>7</sup> EIGE will plan and implement its activities in the following two areas of the Beijing Platform for Action:

#### Area F: Women and the Economy

To follow up, review and analyse the collection and use of indicators developed in EU Member States, and to gather information within this specific area of concern, a study will be launched at the beginning of 2011. Following the planning of the Council, the focus will be employment rates for women and men, the reconciliation of work and family life, and parental leave, as well as some aspects of childcare in the European Union.

#### Area K: Women and the Environment

Women and the Environment has not yet been the subject of EU indicators. Based on the decision of the Danish Presidency, during 2011, EIGE will carry out a study addressing the topic of Women and the Environment. To develop the Terms of Reference for the study, EIGE will hold preparatory meetings with experts on Women and the Environment. A study will map the areas of the environment that are relevant and need evaluation and assessment from the gender equality perspective. The findings will serve as the

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<sup>6</sup> Study on the existing indicators and statistics on gender equality in the European Union (October 2010 — March 2011) and Study on implementation methods of work with Beijing Indicators (November 2010 — April 2011).

<sup>7</sup> European Commission (2010), Medium term plan for the follow up of the Beijing Platform for Action.

basis for further development of indicators and will provide information on methodologies for collecting data.

A third critical area of BPfA to support Council Presidencies will be identified in close collaboration with the representatives of the Cypriot Government, which will hold the Presidency of the Council July-December 2012. The study will be prepared and launched during the second half of 2011.

Established in 2010, the Working Group on the Beijing Indicators will continuously assist EIGE in its work. The Working Group will meet twice in 2011 to support EIGE with advice and guidance on further processes.

The dissemination of activities and the products within this area will follow a two-fold approach: all necessary information will be developed and disseminated to primary stakeholders, then for awareness-raising purposes, information on the Beijing Indicators will be disseminated through EIGE's website and a special page for broader audience.

*Output indicators:* study on Women and the Economy launched (Q1); consultation meetings with experts on Women and the Environment (Q2); meetings with the Governments holding the Presidency of the Council (Q2); awareness-raising and dissemination event on violence against women (Q2); expert meetings on violence against women (Q2, Q4); Polish Presidency Report prepared (Q3); study on Women and the Environment (Q3); study on existing resources and best practices on preventing violence against women launched (Q3); mapping of relevant national bodies available (Q3); Danish Presidency Report drafted (Q4); study on a selected critical area of the BPfA launched (Q4); classification of existing gender equality data in some areas of BPfA (Q4); first best practices on addressing violence against women collected (Q4); Working Group on the Beijing Indicators; report on Council Presidency outcomes for the Beijing Indicators in factsheet format printed (Q4).

## 2.2.2 EU GENDER EQUALITY INDEX

*Output of the activity:* **Concept of the EU Gender Equality Index developed**

Following a feasibility study (2003) and an analysis note by the European Commission (2009), EIGE has been tasked with developing a concept for a European Gender Equality Index (EU GEI). The aim is to create an instrument to measure gender equality developments within the European Union. In 2011, the Institute will further develop the concept, as planned in its Mid-term Work Programme 2010-2012 and assigned by the European Commission's Strategy for Equality between Women and Men 2010-2015<sup>8</sup>.

Equality between women and men is a complex and multifaceted issue where progress is not easy to measure or assess. Knowledge of existing gender gaps and the political will to eliminate them varies among Member States. The shortage of reliable, comparable and harmonised data on certain issues and certain areas makes it difficult to identify gender gaps. So far, no commonly-agreed or harmonised methodology exists to offer solid and evidence-based grounds for comparing progress achieved among EU Member States.

Based on work already produced by the European Commission, in 2010, EIGE began analysing initial work carried out by external experts. Over 2011, EIGE will share knowledge on gender equality indices, composite indicators and methods with Eurostat and National Statistics Offices.

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<sup>8</sup> SEC(2010) 1079/2, Commission Staff working document, Actions to implement the Strategy for Equality between Women and Men 2010-2015, Accompanying the Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee and the Committee of the Regions Strategy for Equality between Women and Men 2010-2015. .

To ensure sound quality research and to have expert support as planned in the Mid-term Programme 2010-2012, EIGE will establish a Working Group on the EU GEI, consisting of experts from the EU Member States with relevant experience on gender equality indices, and National Statistics Offices.

To start with, assisted by the Working Group on the EU GEI and in cooperation with the Working Group on the Beijing Indicators, EIGE will analyse areas and dimensions to be included in the EU GEI, and the availability of reliable data in the Member States, and will assess the feasibility of suggested dimensions. The first proposal for the conceptual framework, containing recommendations on the dimensions of the EU GEI will be prepared and presented to the Experts' Forum and EIGE's Management Board.

Technical cooperation will also be enhanced with other relevant services of the European Commission, for example, the Joint Research Centre.

Progress will be conveyed regularly to the EIGE's Experts' Forum, its Management Board and the Commission; and at a conference scheduled to take place by the end of 2011 for a wider group of stakeholders, such as the EP and other Member State organisations.

The results of EIGE's studies in the area of the Beijing Indicators will be closely coordinated with discussions on the EU GEI and will serve as the basis for information and consideration in this regard.

*Output indicators:* study on dimensions and components (Q2); Working Group on EU GEI (Q2; Q3); meetings of external experts (Q2; Q3; Q4); methods to harmonise data sources and information decided (Q4); first findings presented to the Experts' Forum and Management Board and available to the public (Q4); conference on the EU Gender Equality Index concept for EIGE's stakeholders and general public (Q4).

#### **Human resources (2011)**

2.2.: Focal Area 1: Comparable and reliable data and indicators on gender equality

Temporary agents AD	Temporary agents AST	SNE <sup>9</sup>	Contract agents CA	Total staff	%	Budget Title 1 'STAFF'
7.4	0.95	1.6	0.35	10.3	26.41	684.265

### **2.3 FOCAL AREA 2: COLLECTING AND PROCESSING METHODS AND PRACTICES FOR GENDER EQUALITY WORK**

#### **2.3.1 DEVELOPING GENDER MAINSTREAMING TOOLS AND METHODS**

*Output of the activity:* **Practical tools to support gender mainstreaming available to users**

With a view to becoming the gender equality competence centre in the European Union and following the Council conclusions<sup>10</sup>, which advocate a systematic approach to a gender mainstreaming strategy, EIGE will work on a number of fronts:

- (i) EIGE will identify and collect gender mainstreaming tools developed by/for the EU Institutions and the Member States, such as manuals, toolkits and guidelines, and make them available to stakeholders in the

<sup>9</sup> Seconded National Expert.

<sup>10</sup> Council Conclusions on Gender equality: strengthening growth and employment — input to the post-2010 Lisbon Strategy. 2980th Employment, Social Policy, Health and Consumer Affairs Council meeting, Brussels, 30 November 2009. .

form of an electronic database. Additionally, EIGE will create an inventory of best practices and existing successful models. The results of a study launched in 2010 to collect best practices and existing successful models will be presented in 2011.

(ii) EIGE will initiate work on the assessment of existing gender mainstreaming tools and methods at EU level.

(iii) EIGE will initiate work on further improvement of gender mainstreaming methods and approaches through assessment and, if necessary, development of new methods and tools for evaluation and monitoring for progress on gender mainstreaming.

In line with EIGE's priorities for 2011, gender mainstreaming activities will focus on the collection of information on gender mainstreaming tools and methods, and on the construction of an electronic database as part of the Resource and Documentation Centre. To this end, EIGE will start by integrating data from the EU Institutions and Member States, and, at a later stage, the experience and resource base of other important actors. EIGE will collect and process methods developed and used by women's or other lobby organisations to mainstream gender-specific issues.

In particular, the work will focus on the main areas identified in 2010:

- research on the issue of gender mainstreaming in the work of the European Commission (all Directorates General),
- assessment of existing incentives for the implementation of a gender mainstreaming strategy at the EU level.

EIGE will commission further research on the above-mentioned issues, organise seminars for gender mainstreaming practitioners, and will present progress and preliminary research results to the Experts' Forum and the Management Board. To present effective methods to promote gender mainstreaming in the European Commission, the European Parliament, the Member States and other interested organisations, EIGE will organise an information seminar on good practices and existing successful models in gender mainstreaming in Brussels, in December 2011.

Experts on gender mainstreaming will assist the Institute in its work on gender mainstreaming methods and tools, especially as regards the development of new tools.

In 2011, EIGE will start preparing for a conference intended to offer wider support for the work of all other stakeholders, during which findings, approaches to gender mainstreaming and existing gaps will be presented. The conference in 2012 will target a broad range of stakeholders, including gender mainstreaming experts and practitioners from EU Institutions, the Member States, research centres and civil society. Moreover, EIGE will work on a publication including good practices and existing successful models in gender mainstreaming (to be published in 2012).

EIGE will publish the papers commissioned for the seminars, reports and studies on its website. There will be a section on gender mainstreaming tools and methods on the EIGE website, and this will include an online space for the exchange of information among gender mainstreaming experts and practitioners. All users interested in improved gender mainstreaming, such as pre-accession countries or third countries, will be able to access information via publications on gender mainstreaming tools and methods, and on the gender mainstreaming section of EIGE's website.

### 2.3.2 COLLECTING, PROCESSING AND DISSEMINATING GOOD PRACTICES

In addition to its work on gender mainstreaming methods and tools, EIGE will start collecting, processing and disseminating good practices in other relevant areas of gender equality policies. EIGE will publish information on best practices on its website and will make it available in the Resource and Documentation Centre.

EIGE will address **men and gender equality** as a horizontal issue. EIGE will also work in compliance with the objectives and actions of the European Commission Strategy for Equality between Women and Men 2010-2015 and contribute to its implementation. In the field of men and masculinities, EIGE will focus on the collection of relevant data and effective good practices of men's organisations and networks supporting gender equality. Based on the findings of the background study launched in 2010<sup>11</sup>, EIGE will discuss the collection of good practices and effective channels of dissemination with relevant experts and networks on men and masculinities. To raise the visibility of men actively promoting gender equality in 2011, EIGE will make efforts to identify such experts for its networks and database.

*Output indicators:* meetings of gender mainstreaming experts (Q1, Q3, Q4); background study on involvement of men (Q2); expert meeting on gender stereotypes (Q2); expert meetings on men and masculinities (Q2, Q4); study on the existing tools and methods to mainstream gender at EU level (Q3); inventory of the needs and difficulties of gender mainstreaming and on existing successful models and methods (Q3); gender mainstreaming section of EIGE's website developed (Q3); one publication on good practices of gender mainstreaming drafted (Q3); good practices addressing gender stereotypes in the area of reconciliation of family and work life (Q3); seminars for gender mainstreaming practitioners (Q3; Q4); dissemination events (Q4).

#### Human resources (2011)

##### 2.3: FOCAL AREA 2: COLLECTING AND PROCESSING METHODS AND PRACTICES FOR GENDER EQUALITY WORK

Temporary agents AD	Temporary agents AST	SNE <sup>12</sup>	Contract agents CA	Total staff	%	Budget Title 1 'STAFF'
2.95	0.95	3	0.35	7.25	18.59	456.176

## 2.4 RESOURCE AND DOCUMENTATION CENTRE

In 2011, EIGE will take further steps towards setting up its Resource and Documentation Centre with printed, electronic and digital collections. In order to become the European centre of competence on gender equality issues, EIGE will create systems for the collection, processing and dissemination of data within the areas of gender equality. To start with, EIGE will give structure to all data, information and good practices collected within the framework of its activities over 2011.

*Output of the activity:* **Concept and technical conditions created for collecting, organising and disseminating information on gender equality**

To create a space for collecting, storing and offering accessible printed, electronic and digital collections on gender equality, EIGE will begin developing the infrastructure and virtual and physical systems for its Resource and Documentation Centre.

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<sup>11</sup> Background study to collect relevant data for EIGE's Online Resource Centre.

<sup>12</sup> Seconded National Expert.

The results of the study commissioned in 2010, mapping the concrete needs and existing expectations among stakeholders regarding EIGE's Resource and Documentation Centre, will identify relevant national bodies such as academic and research centres, civil society organisations and other relevant institutions that use and produce gender equality-related statistics and other relevant materials. EIGE will consider different forms of collaboration and cooperation with these actors, including possible jointly-planned activities for the future.

The printed collections will include primary resources such as books, periodicals, reference materials, articles, legislation and grey literature<sup>13</sup> on several gender equality topics. The collection will be searchable and available to the public through the global online catalogue hosted by EIGE's website. The global online catalogue will be part of the online resource centre. The online resource centre will have several additional features, such as a database of experts (men and women), training materials, methods/tools/guidelines, case studies, best practices, and a contact database of project partners. A collection of e-resources such as statistical and bibliographical references with paid subscriptions will also be part of the online resource centre.

EIGE will promote its Online Resource and Documentation Centre via a leaflet, brochure, its website, and through communication events. Additionally, the databases of other EU Agencies may be used to disseminate relevant information.

#### Women of Europe

With the aim of presenting role models and promoting the success and achievements of women, thus inspiring others to take meaningful action, the recruitment of experts and candidates for EIGE's Resource Pool, to be collated at the Resource and Documentation Centre, will continue. Nominations of women inspiring Europe will be encouraged and collected to show positive examples of non-stereotypical roles for women in every walk of life. Within this activity, EIGE will produce its second 'Women Inspiring Europe' Calendar, which will be disseminated throughout Europe to different stakeholders and individuals. On EIGE's website, a separate webpage dedicated to the 'Women Inspiring Europe' Calendar will be developed.

To raise the visibility of women's contributions to the development of society in general, and to present inspiring role models, EIGE plans to host an event to which some of the women from the 'Women of Europe' Resource Pool will be invited to mark International Women's Day, 8 March 2011, involving Women's Rights and Gender Equality Civil Society Organisations.

To avoid duplicating the work of existing resources and networks and to foster future exchanges of information, experience and best practices, EIGE will seek closer cooperation with all relevant organisations and established research centres<sup>14</sup>.

*Output indicators:* electronic data management system installed (Q2, Q3); contacts with main research centres, including Aletta (Q2, Q3, Q4); global online catalogue available (Q3); online resource centre operational (Q4); classification and availability at the Resource and Documentation Centre of existing gender equality data and information in selected areas of the BPfA (Q4); calendar 'Women Inspiring Europe' 2012 printed and distributed (Q4); special webpage for Beijing indicators available on EIGE's web(Q4).

### HUMAN RESOURCES (2011)

#### 2.4: Resource and Documentation Centre

Temporary	Temporary	SNE	Contract	Total	%	Budget Title
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<sup>13</sup> All documents that are not available through the commercial channels, such as conference proceedings, National Reports, brochures produced by different institutions, NGOs, research centres.

<sup>14</sup> Aletta, Institute for Women's History, and the ILO databases LABORSTA or TRAVAIL.

agents AD	agents AST		agents CA			1 'STAFF'
2.8	1.35	1	1.35	6.5	17	410.559

## 2.5 AWARENESS-RAISING, NETWORKING AND COMMUNICATION

The Institute's Mid-term Work Programme 2010-2012 has a different structure for the activities, outputs and outcomes of the areas below. To improve effectiveness and efficiency, the work and budgets of the two teams 'Communications' and 'Stakeholders and Partners' have been merged under one activity area 'Awareness-raising, Networking and Communication'.

*Output of the activity:* **Communication with stakeholders, networks, EU Member States, European citizens**

### 2.5.1 DEVELOPMENT OF A COMMUNICATION STRATEGY

In 2011, EIGE will finalise development of its long-term communication strategy, outlining detailed activities for awareness-raising, networking and communication:

- i) externally to all stakeholders and users, and
- ii) internally to all staff members.

In parallel, work will continue on new tools to reach Member States, the networks of the European Commission Representations and European Parliament information centres, as well as cooperation with the relevant EU Agencies, the European Parliament's information and communication unit and relevant Directorates General of the European Commission. EIGE will consult the Directorate General for Communication at the European Commission and the European Parliament.

- (i) The internal component of the strategy will provide guidelines to assist EIGE in the process of reaching its objectives.
- (ii) The external communication component of the strategy will develop guidelines for reaching stakeholders. Based on the needs and interests of selected target groups, it will develop methods to adjust and improve communication methods accordingly. To reinforce the promotion of gender equality to identified target groups and networks, and to strengthen the exchange of best practices, the Institute will capitalise on work carried out in 2010 to identify primary target groups and forms of networking.

The basic website, launched in 2010, will be improved and developed significantly through a major overhaul in website-related tasks supporting gender equality activities. The Institute will develop tools to facilitate the linking of the European Network on Gender Equality with the databases of other stakeholder organisations and with the Institute's Resource and Documentation Centre. Ways of disseminating information on the data, statistics and indicators related to the work with the Beijing Platform for Action will be developed and adjusted to the needs of primary target groups. Experts' Forum and Management Board members will be offered a separate platform to discuss, share knowledge and documentation on the work of the Institute.

The existing journalists' taskforce will support the work of EIGE in finalising the communications strategy, designing forms and channels of dissemination of information and will enable EIGE to consolidate and develop media partnerships at EU and national levels for broader, targeted and cost-efficient dissemination of information.

In cooperation with all EU Agencies, EIGE will participate in an exhibition of European Agencies that will take place at the European Parliament in Brussels in January 2011, where the common added-value of the Regulatory agencies will be presented to Members of the European Parliament and the media.

## 2.5.2 THE EUROPEAN NETWORK ON GENDER EQUALITY

### *Output of the activity:* **Technical tools for the electronic network developed**

The electronic European Network on Gender Equality will foster an exchange of information and relevant data in the field of gender equality among stakeholders and other partners. It will provide a platform for various stakeholders on both an individual as well as an organisational level to communicate, identify and share relevant information, methods, best practices and publications and to find possible cooperation partners, thereby fostering cross-fertilisation among different actors and their areas of intervention, providing benefits without duplication of work among existing structures.

Based on the results of the feasibility study on effective types of electronic networks and the study on the mapping of stakeholders launched in 2010, the electronic network structure, features and IT tools will be developed.

The meetings on useful and effective networks started in 2010 will continue to assist EIGE in identifying needs, contacts and channels to reach stakeholders, relevant organisations and bodies as well as ways to collect and distribute information.

To contribute to the mission of the Institute in becoming the European centre of competence on gender equality issues, the electronic European Network on Gender Equality will be linked with EIGE's Resource and Documentation Centre, EIGE's existing thematic networks and EIGE's databases containing gender experts. Networks were established in 2010 on: gender-based violence; gender mainstreaming; men and masculinities; gender stereotypes; the Beijing Indicators; the EU Gender Equality Index; the Journalists' taskforce; the network on Useful and Effective Networking etc., These thematic networks will be virtual and will pool the expertise of these professionals and organisations working in the field of gender equality. The networks will help reach a larger number of members in each thematic group, facilitating discussion and information exchange. Moreover, the participants of these virtual thematic networks will be able to share information among their own networks more rapidly.

## 2.5.3 EIGE STAKEHOLDERS AND PARTNERS

### *Output of the activity:* **Widened and strengthened Partnerships**

To ensure and strengthen dialogue and networking in 2011, EIGE will intensify its contacts with all main European stakeholders, taking into consideration the new context provided by the European Commission's Strategy for Equality between Women and Men 2010-2015.

EIGE will therefore start or strengthen cooperation with and/or offer services for

- (i) the European Commission;
- (ii) the European Parliament and its relevant Committees;
- (iii) other European Agencies;
- (iv) the European Economic and Social Committee;

(v) the Committee of the Regions;

(vi) the Member States and their relevant national bodies, including National Statistics Offices;

(vii) the European Social Partners, and where relevant,

(viii) European civil society organisations.

EIGE will continue to develop contacts with other relevant organisations.

Following the signing of several Cooperation Agreements in 2010 with its sister agencies, EIGE will develop concrete plans for common actions.

In 2011, EIGE will reinforce the stakeholder consultation process in planning its future Mid-term Work Programme with the purpose of exchanging views, to identify needs and possible joint actions and synergies.

A content-based seminar, targeting policy and decision-makers, as well as civil society organisations, will take place in Brussels. This seminar, planned to become EIGE's annual event, will in 2011 focus on gender mainstreaming: methods and tools.

EIGE will also continue to respond to and accommodate requests for visits from delegations of stakeholders interested in EIGE's work and in sharing experiences in promoting equality between women and men in Europe.

*Output Indicators:* Intranet developed (Q1); events/calendar developed (Q1); March 8<sup>th</sup> event (Q1); communication partnerships at EU and Member State level established (Q1, Q2); consultation meetings with stakeholders (Q1, Q2, Q3, Q4); basic structure for electronic gender network developed (Q2); Resource and Documentation Centre rendered compatible to EIGE's website (Q2); first e-publications developed (Q2); webpage on 'Women of Europe' developed (Q2); media monitoring report on new communication activities, services and tools with EIGE's new LOGO to further promote the Institute's mission in place (Q3); external and internal communication strategy finalised (Q3); classification of existing gender equality data and information existing on some areas of BPfA in the Resource and Documentation Centre and available on the website (Q4); IT tools for the electronic network in service (Q4); functional IT platform for exchange (Q4); December seminar in Brussels (Q4).

## **HUMAN RESOURCES (2011)**

### 2.5.: Awareness-raising, networking and communication

Temporary agents AD	Temporary agents AST	SNE	Contract agents CA	Total	%	Budget Title 1 'STAFF'
2.55	1.25	0.4	1.35	5.55	14	334.529

### 3 SUMMARY OF HUMAN AND FINANCIAL RESOURCES

ACTIVITIES	Preliminary draft budget 2011						
			2.585.000	805.000	4.140.000	7.530.000	
	%	Total HR	TITLE 1 Staff	TITLE 2 Infrastructure	TITLE 3 Operating	Total budget	Budget fraction
<b>2.1 Institutional set-up and bodies of the Institute</b>	24	9.4	699.471	217.824	100.000	1.017.294	14%
<b>2.2 Focal area 1: Comparable and reliable data and indicators on gender equality</b>	26.41	10.3	684.265	213.088	1.260.000	2.157.353	29%
<b>2.3 Focal area 2: Collecting and processing methods and practices for gender equality work</b>	18.59	7.25	456.176	142.059	840.000	1.438.235	19%
<b>2.4 Resource and Documentation centre</b>	17	6.5	410.559	127.853	710.000	1.248.412	17%
<b>2.5. Awareness-raising, networking and communication</b>	14	5.55	334.529	104.176	1.230.000	1.668.706	22%
<b>Totals</b>	<b>100</b>	<b>39</b>	<b>2.585.000</b>	<b>805.000</b>	<b>4.140.000</b>	<b>7.530.000</b>	<b>100%</b>

## ESTABLISHMENT PLAN

Function group/grade	Authorised establishment plan 2010	Requested establishment plan 2011	Modified establishment plan by the MB decision
AD16			
AD15			
AD14			
AD13	1	1	
AD12			
AD11	1	1	
AD10	1	1	
AD9			
AD8	4	5	
AD7	2	3	
AD6	1	1	
AD5	8	8	
<b>TOTAL AD</b>	<b>18</b>	<b>20</b>	
AST11			
AST10			
AST9			
AST8			
AST7			
AST6	2	2	
AST5	3	3	
AST4	2	2	
AST3			
AST2			
AST1			

<b>TOTAL AST</b>	<b>7</b>	<b>7</b>	
<b>TOTAL AD/AST</b>	<b>25</b>	<b>27</b>	

External staff: contract agents

<b>Function group</b>	<b>2010</b>	<b>2011</b>
FG IV	2	2
FG III	2	2
FG II	2	2
<b>TOTAL</b>	<b>6</b>	<b>6*</b>

## 5 MONITORING AND EVALUATION

### 5.1 MONITORING IMPLEMENTATION

Based on the Results-Based Monitoring approach, the Institute will collect and analyse information on further progress in implementing the Mid-Term Work Programme 2010-2012. Baseline data and information will be gathered and indicators and targets will be developed to provide the Management Board and EIGE's main stakeholders with indications of implementation progress.

Results and suggestions of the ex-ante evaluation will be analysed by the Institute so as to develop indicators to measure the long-term effects (impact) of its work. The Institute will prepare suggestions and present them for the approval of the Management Board. The results of the ex-ante evaluation will be beneficial when planning targets and indicators in the Annual Work Programme for 2012 and the next Mid-term Work Programme.

The Institute's monitoring system will be consolidated into a single plan used for managing its Internal Control Standards.

### 5.2 ANNUAL REPORT

By the end of 2011, the second annual report presenting the immediate results achieved during the year will be prepared and presented to the Management Board and all other relevant stakeholders.

Furthermore, a first draft of the Mid-Term Programme 2013-2015 will be presented for discussion among the Institute's governing bodies.

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\* Pending the approval of the MSPP, three (3) additional Contract Agent positions are foreseen without budgetary impact.

## STUDIES PLANNED FOR 2011

<b>2.2 Focal Area 1: Comparable and Reliable Data and Indicators on Gender Equality</b>		
	<b>Study</b>	<b>Quarter</b>
<b>2.2.1 Collection of Data, Statistics and Information on All 12 Critical Areas of BPfA/ Providing Support for Polish/Danish and Cypriot Presidencies of the EU Council</b>	Women and the Economy	Q1
	Women and the Environment	Q3
	Existing resources and best practices on preventing violence against women	Q3
	A selected critical area of the BPfA	Q4
<b>2.2.2 EU GEI</b>	Dimensions and components of EUGEI	Q2
<b>2.3 Focal Area 2: Collecting and Processing Methods and Practices for Gender Equality Work</b>		
<b>2.3.1 Developing Gender mainstreaming Tools and Methods</b>	Background study on involvement of men	Q2
	Existing tools and methods to mainstream gender	Q3