

# European Institute for Gender Equality

## Gender-sensitive Parliaments Tool



### National Parliaments Questionnaire

#### AREA 1: Women and men have equal opportunities to ENTER the parliament

##### Domain 1 – Electoral system

###### Direct mention of gender equality in political representation in constitutional law

**1. Does the constitutional law or an equivalent legal framework directly refer to gender equality in political representation?**

Yes

No

###### Application of gender quotas to parliamentary elections

**2. Are gender quotas applied to your electoral system?**

Yes

No

###### Sanctions of non-conformity

**2a. What sanctions (if any) are applied in case of non-compliance with the quota?**

Legal sanctions (rejection of the list before the election)

Financial sanctions

No sanctions



### Quota application method

Answer only 2b or 2c depending on the type of voting system applicable to elections for your parliament. In case that both proportional and plurality/majority systems apply to different groups of seats then answer the question relevant to the largest share of seats.

#### 2b. If the voting system is proportional, how is the gender quota applied?

- Zipping (alternating female and male candidates throughout the lists)
- Requiring that the top two candidates are not of the same gender
- 40:60 ratio every five positions in the list
- At least 1 out of every group of 3 candidates must be a woman
- Other
- N/A

#### 2c. If the voting system is plurality/majority, how is the gender quota applied?

- 50% women candidates
- 40:60 ratio of different gender candidates
- At least 30% women candidates
- Other
- N/A

### Gender balance in candidates

#### 3. Number of women and men candidates in the last parliamentary election?

Women  Men

### Financial resources

#### 4. Is there a mechanism to allocate public funds to women candidates?

- Yes
- No

### Gender balance in elected candidates

#### 5. Number of women and men members of parliament?

Women  Men

## Domain 2 - Political parties'/groups' procedures

### Gender balance in leading roles in political parties

#### 6. Number of women and men leading major political parties

Women  Men

Major political parties are those parties with at least 5% of seats in parliament at the time of taking this assessment.

### Gender mainstreaming in parties' rules

#### 7. How many of the major parties explicitly reference gender equality in their internal rules?

- All parties
- More than half
- Half of the parties
- Less than half
- None

#### 8. How many of the major parties have a women's wing or committee?

- All parties
- More than half
- Half of the parties
- Less than half
- None

#### 9. How many of the major parties have performed a gender equality assessment of their internal procedures within the past five years?

- All parties
- More than half
- Half of the parties
- Less than half
- None

#### 10. How many of the major parties have internal rules that mention the importance of gender balance when assigning members and leaders to committees?

- All parties
- More than half
- Half of the parties
- Less than half
- None



### Domain 3 – Recruitment of parliamentary employees

#### Selection procedures

**11. Is ensuring gender balanced representation a criterion in recruitment processes?**

- For all parliamentary employees
- For certain positions
- No

**12. Is gender-sensitive language used in selection interviews and/or test materials?**

- Yes
- Partly
- No

For example, using gender-sensitive language means avoiding exclusionary terms and nouns that appear to refer only to men, for instance, ‘chairman’, or avoiding gender-specific pronouns to refer to people who may be either female or male (use ‘he/she’, ‘him/her’ or ‘they/them’ instead of ‘he/his’).

#### Composition of the selection board

**13. Number of women and men in the last three recruitment selection boards?**

Women  Men

## AREA 2: Women and men have equal opportunities to INFLUENCE the parliament’s working procedures

### Domain 1 –Parliamentarians’ presence and capacity in parliament

#### Gender balance in parliamentary bureaus

**14. The gender of Speaker**

- Woman
- Man

Item currently not scored.

**15. Number of women and men members of the parliamentary bureau**

Women  Men

### Gender balance in leading roles

#### 16. Parliamentary committees chaired by women and men

Women  Men

### Balanced distribution of leading women and men across policy areas

#### 17. Chairs of committees in socio-cultural functions (health, education, social affairs, employment, family, culture, sports)

Women  Men

Item currently not scored. In a gender sensitive parliament the proportions of women and men committee chairs will be similar across all 4 domains (Q17-Q20).

#### 18. Chairs of committees in basic functions (foreign and internal affairs, defence, justice)

Women  Men

Item currently not scored. In a gender sensitive parliament the proportions of women and men committee chairs will be similar across all 4 domains (Q17-Q20).

#### 19. Chairs of committees in infrastructure (transport, communications, environment)

Women  Men

Item currently not scored. In a gender sensitive parliament the proportions of women and men committee chairs will be similar across all 4 domains (Q17-Q20).

#### 20. Chairs of committees in economy (finance, trade, industry, agriculture)

Women  Men

Item currently not scored. In a gender sensitive parliament the proportions of women and men committee chairs will be similar across all 4 domains (Q17-Q20).

### Procedures to assign members and leaders to committees

#### 21. What gender balance measures are applied to the formal parliamentary procedure of assigning committee leaders?

- Gender quota – min. 40%
- Gender quota – min. 30%
- Equal opportunity rules
- None

**22. What gender balance measures are applied to the formal parliamentary procedure of assigning parliamentary bureau members?**

- Gender quota – min. 40%
- Gender quota – min. 30%
- Equal opportunity rules
- None

### Gender equality training for MPs

**23. Has training that includes a module on gender equality been delivered by the parliament – as an institution – to MPs in the current legislature?**

- Yes
- No

## Domain 2 – Structure and organisation

### Code of conduct for MPs

**24. Does the parliament have mechanisms to prevent discrimination based on gender, such as code of conduct or anti-harassment policies?**

- Yes
- No

Code of conduct refers to the principles, values, standards, or rules of behaviour that guide the decisions, procedures and systems of an organisation in a way that contributes to the welfare of its members, and respects the rights of all constituents affected by its operations.

**24a. Does the code include sanctions for non-complying behaviour?**

- Yes
- No

### Anti-discrimination policies for MPs and parliamentary employees

**25. Does the parliament have a formal anti-discrimination policy?**

- Yes
- No

**25a. If yes, does it explicitly refer to discrimination based on gender?**

- Yes
- No

**25b. Does the policy include sanctions for non-complying behaviour?**

- Yes
- No

**Anti-harassment policies for MPs and parliamentary employees**

**26. Is there an institutional policy in place against sexual harassment?**

- Yes
- No

**26a. If yes, does it include sanctions for sexual harassment?**

- Yes
- No

**26b. If yes, does the policy set in place a formal procedure for investigating sexual harassment complaints?**

- Yes
- No

**Gender-sensitive language in formal rules and standing orders**

**27. Are formal rules and standing orders written in a gender-sensitive language?**

- Yes
- Partially
- No

For example, using gender-sensitive language means avoiding exclusionary terms and nouns that appear to refer only to men, for instance, ‘chairman’, or avoiding gender-specific pronouns to refer to people who may be either female or male (use ‘he/she’, ‘him/her’ or ‘they/them’ instead of ‘he/his’).

**Family leave options for MPs**

**28. Which of the following family leave options are available for MPs?**

- Maternity leave
- Paternity leave
- Parental leave
- Adoption leave
- Carers’ leave
- No family leave options available



Family leave refers to the right to leave for family reasons and may include: maternity leave, paternity leave, parental leave, adoption leave, carers' leave.

- a) Maternity leave: Leave from work for mothers in the period immediately preceding and following birth;
- b) Paternity leave: Leave from work for fathers similar to maternity leave;
- c) Parental leave: Leave after maternity/paternity leave which can be taken by either parent;
- d) Adoption leave: Excused leave accorded to employees for attending legal proceedings leading to adoption and also, like maternity or paternity leave, for a period of time after an adoption of a child.
- e) Carers' Leave: Leave from work for workers in order to provide personal care to a relative, or to a person who lives in the same household as the worker and who is in need of significant care or support for a serious medical reason.

### Procedures for substitution/proxy voting

**29. Is there a procedure for substitution/proxy voting for MPs who are on family leave?**

- Yes
- No

### Family friendly working hours

**30. Is there an official regulation of working hours?**

- For parliamentary employees
- For MPs
- No

### Financial provision for childcare

**31. Are there any types of financial provisions to manage childcare?**

- For parliamentary employees
- For MPs
- No

This question concerns provisions that exceed the legal minimum.

## Domain 3 – Staff organisation and procedures

### Gender balance amongst parliamentary employees

**32. Number of women and men employed by the parliament**

Women  Men





### Gender balance in managing roles

#### 33. Number of women and men in managing roles

Women  Men

### Departments or units led by women and men

#### 34. Number of departments/units led by women and men

Women  Men

### Training programmes to improve capacities of parliamentary employees

#### 35. Have there been any training/mentoring programmes to improve capacities of parliamentary employees in the last calendar year?

Yes

No

#### 35a. Did the training programmes include a section dedicated to gender equality?

One or more programme(s) are entirely dedicated to gender equality

Gender equality is a dedicated part of one of more programmes

Gender equality is not a dedicated part of any programme but nevertheless taken into account

Not covered

#### 36. Number of women and men who participated in the training programmes

Women  Men

### Salary gap between women and men parliamentary employees

#### 37. Has the parliament conducted a study on the gender pay gap amongst its workforce within the last 5 years?

Yes

No

#### 37a. If yes, were the results of the pay gap study made public?

Yes

No

## Flexible work arrangements

**38. Are there any formal rules on flexible work arrangements for parliamentary employees (e.g. part-time, tele-working)?**

Yes

No

**39. Which of the following family leave options are available to parliamentary employees?**

Maternity leave

Paternity leave

Parental leave

Adoption leave

Carers' leave

No family leave options available

Family leave refers to the right to leave for family reasons and may include: maternity leave, paternity leave, parental leave, adoption leave, carers' leave.

a) Maternity leave: Leave from work for mothers in the period immediately preceding and following birth;

b) Paternity leave: Leave from work for fathers similar to maternity leave;

c) Parental leave: Leave after maternity/paternity leave which can be taken by either parent;

d) Adoption leave: Excused leave accorded to employees for attending legal proceedings leading to adoption and also, like maternity or paternity leave, for a period of time after an adoption of a child.

e) Carers' Leave: Leave from work for workers in order to provide personal care to a relative, or to a person who lives in the same household as the worker and who is in need of significant care or support for a serious medical reason.

## AREA 3: Women's interests and concerns have adequate SPACE on the parliamentary agenda

### Domain 1 – Gender mainstreaming structures

#### Dedicated gender equality body

**40. Is there a dedicated gender equality body in the parliamentary structures, for example a women's caucus, cross-party network, or committee?**

Yes

No

**40a. How many parties that hold seats in the parliament have members in the gender equality body?**

- All parties
- More than half
- Half of the parties
- Less than half
- None

### Gender equality body's resources

**40b. Does the gender equality body have a dedicated budget for its activities?**

- Yes
- No

### Gender equality body's contact with external stakeholders

**40c. Can the gender equality body hold hearings or formally meet external stakeholders?**

- Yes
- No

**40d. Did the gender equality body hold hearings or meet external stakeholders in the last calendar year?**

- Yes
- No

### Gender equality body's internal networking

**40e. Did the gender equality body hold internal networking activities (meetings with the speaker, parliamentary groups, or committees) in the last calendar year?**

- Yes
- No

### Gender equality body's functions

**41. What formally defined functions does the gender equality body have?**

- Informative (the body can collect information and/or investigate on specific cases)
- Advisory (the body can give opinions and suggestions on parliament's work)
- Legislative (the body can elaborate, discuss and propose laws)
- Control (monitoring and oversight of law enactments)
- N/A

## Domain 2 – Gender mainstreaming tools

### Gender-oriented stakeholder consultation and involvement

**42. Number of women and men consulted as experts by committees or other working groups in the last calendar year**

Women  Men

**43. Have external gender experts been consulted by committees or other working groups in the last calendar year?**

- Yes  
 No

### Human resources for gender equality issues

**44. Are parliamentary employees with gender equality expertise routinely consulted during legislative processes?**

- Yes  
 Partially  
 No

### Gender equality training (GET) for MPs

**45. Has gender equality training (GET) ever been offered to MPs?**

- Yes  
 No

Further information on gender equality training is available on [EIGE's Gender Mainstreaming Platform](#).

**46. Number of women and men MPs who attended the last gender equality training**

Women  Men

### Gender equality in parliament's strategic plan

**47. Does the parliament's strategic plan explicitly mention gender equality?**

- Yes  
 No

### Gender equality plan (GEP)

**48. Does the parliament have a gender equality plan?**

Yes

No

### Gender budgeting in the national budget

**49. Has the parliament implemented any form of gender budgeting in relation to the national budget?**

Yes

No

Gender budgeting is a strategy to achieve equality between women and men by focusing on how public resources are collected and spent. The purpose of gender budgeting is threefold: to promote accountability and transparency in fiscal planning; to increase gender responsive participation in the budget process, for example by undertaking steps to involve women and men equally in budget preparation; and to advance gender equality and women's rights.

### Body in charge of gender budgeting

**49a. Is there an internal body in charge of gender budgeting?**

Yes

No

### Gender budgeting in the internal budget

**50. Has the parliament implemented any form of gender budgeting in relation to the internal budget?**

Yes

No

## Domain 3 – Gender mainstreaming tools for parliamentary employees

### Formal gender equality policy

**51. Is there a formal gender equality policy for parliamentary employees?**

Yes

No



### Dedicated gender equality body

**52. Is there a body within the parliament responsible for promoting gender equality among parliamentary employees?**

- Yes  
 No

### Gender equality training (GET) for parliamentary employees

**53. Has gender equality training (GET) been offered to parliamentary employees in the last calendar year?**

- Yes  
 No

**54. Number of women and men parliamentary employees who attended the last gender equality training?**

Women  Men

### Budget allocated to implement gender mainstreaming tools

**55. Is there a budget allocated for implementing gender mainstreaming tools and positive actions in the current year?**

- Yes  
 No

## AREA 4: The parliament produces gender-sensitive LEGISLATION

### Domain 1 – Gender equality laws and policies

#### Gender equality laws

**56. Are there any laws or legislative quotas in force to enhance gender equality in your country?**

- Yes  
 No

**57. If the country has laws enhancing gender equality, what are the main policy areas addressed with these laws?**

- Gender mainstreaming  
 Gender-based violence

- Work-life balance
- Women and the economy
- Women in decision making
- Gender and education, research, technology and innovation
- Gender and media
- N/A

### Ratification of international documents

**58. Has the country ratified the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW)?**

- Yes
- No

**59. Is the country a party to the Beijing Declaration and Platform for Action (BPfA)?**

- Yes
- No

**59a. Has the country developed a national strategy for the implementation of the Beijing Platform for Action (BPfA)?**

- Yes
- No

**60. Has the country ratified the Convention on Preventing and Combatting Violence Against Women and Domestic Violence (Istanbul Convention)?**

- Yes
- No

### Gender Action Plan

**61. Has the parliament officially promoted a gender action plan or a national programme for enhancing gender equality in the current legislature?**

- Yes
- No

**62. What are the main policy areas addressed in the gender action plan?**

- Gender mainstreaming
- Gender-based violence
- Work-life balance
- Women and the economy
- Women in decision making
- Gender and education, research, technology and innovation

- Gender and media
- N/A

## Domain 2 – Gender mainstreaming in laws

### Gender impact assessment in legislative work

**63. Are there any rules stating that gender impact assessment should be part of the legislative process?**

- Yes
- No

**63a. Are there sanctions for non-compliance with gender impact assessment requirements?**

- Yes
- No

### Laws assessed for gender issues

**64. In the current legislature, what proportion of enacted laws have been subject to a gender impact assessment?**

- All laws
- More than half
- Half of the laws
- Less than half
- None

### Supporting tools to mainstream gender in legislative work

**65. Do MPs or their staff have access to dedicated tools/guidelines to conduct gender analysis and gender impact assessment?**

- Yes
- No

## Domain 3 – Oversight of Gender Equality

### Dedicated structure for gender equality oversight

**66. Is there a dedicated body that oversees gender equality in government action?**

- Yes
- No



Oversight function is a means for holding the executive bodies accountable for their actions, and for ensuring that they implement policies in accordance with the laws and budget passed by the parliament.

**66a. Is there a budget for oversight of gender equality?**

- Yes
- No

**Monitoring of ratified documents**

**67. Which international conventions/agreements are regularly monitored by the parliament?**

- CEDAW
- BPfA
- Istanbul Convention
- None

**68. Does the parliament issue recommendations for the enactment of ratified conventions?**

- Yes
- No

**Monitoring of gender equality laws**

**69. If there are gender equality laws in force, does the parliament periodically monitor the implementation of these laws?**

- Yes
- No

**70. Does the parliament issue recommendations for the enactment of gender equality laws?**

- Yes
- No

**Gender-oriented stakeholder consultation for oversight function**

**71. In the last calendar year, has the parliament held consultations with gender-oriented stakeholders, in order to support its oversight of gender equality function?**

- Yes
- No

## AREA 5: The parliament complies with its SYMBOLIC function

### Domain 1 – Symbolic meanings of physical spaces

#### Gender-sensitive organisation of spaces

**72. Does the parliament have any childcare facilities, such as nursing or family rooms?**

Yes, for everyone

No

**73. Are there any official policies or efforts to enhance the gender-sensitivity of physical spaces?**

Yes

No

Gender sensitivity refers to the aim of understanding and taking account of the societal and cultural factors involved in gender-based exclusion and discrimination in the most diverse spheres of public and private life. It focuses mainly on instances of structural disadvantage in the positions and roles of women.

**74. Is security staff gender balanced?**

Yes

No

#### Symbolic meanings of parliamentary spaces and decorations

**75. Are there any rules or procedures to ensure gender balance when naming parliamentary spaces?**

Yes

No

**76. Are there any rules or procedures to obtain a gender-balanced representation of subjects in paintings, statues and other decorations?**

Yes

No

**77. Are there any rules or procedures to obtain a gender-balanced representation in artists whose work is presented at the parliament?**

Yes

No

## Domain 2 – Gender equality in external communication and representation

### Gender equality initiatives for the public

**78. Have there been any initiatives dedicated to gender equality issues/women's rights in the last calendar year on the parliament's premises?**

Yes

No

Such initiatives would include, for example, guided tours describing the history of women in the parliament; exhibitions dedicated to famous women in the country's history, etc.

### Gender equality in online communication

**79. Does the parliament's website have a section for citizens that addresses gender equality?**

Yes

No

### Gender-sensitive official communication

**80. Does the parliament have a specific policy on gender equality in official communication?**

Yes

No

For example, a communications strategy should make gender equality a visible part of an organisation's external identity and self-portrayal. More information about communicating an institution's commitment to gender equality can be found on [EIGE's Institutional transformation toolkit](#).

### Visibility of gender issues

**81. Is information about gender equality related initiatives of the parliament systematically disseminated to the public and civil society?**

Yes

No

### Gender balance in delegations

**82. Is there an official policy in place for gender balanced parliamentary delegations?**

Yes

No