

AGREEMENT ON GENDER EQUALITY AT THE INSTITUT LAUE-LANGEVIN

PREAMBLE

ILL has long been implementing policies ensuring and promoting gender equality in the workplace.

In signing this agreement the parties reaffirm their intention to pursue the measures already being taken at the ILL in favour of gender equality in the workplace and to promote professional diversity, which is not only beneficial to the entire workforce but is also a sign of social cohesion and economic efficiency.

This agreement falls within the scope of:

- Law n° 2006-340 of 23 March 2006 on equal pay between men and women
- Decree n° 2012-1408 of 18 December 2012 on the implementation of companies' obligations with respect to gender equality in the workplace Law n° 2014-873 of 4 August 2014 aimed at "substantive equality between men and women".
- law no. 2014-873 of 4 August 2014 on "genuine equality between women and men".

Once every year the ILL produces a comparative report on gender equality in the workplace, which is submitted for discussion to the ILL Works Council.

The ILL's Collective Agreement also sets out a number of measures promoting gender equality in the workplace, particularly with respect to maternity and parenting.

Finally there are also several ILL Commissions ensuring vigilance in this area: the Works Council's Equal opportunities commission and the Joint Careers Commission act as watchdogs, particularly in terms of recruitment, remuneration and salary advancements (promotions).

This company agreement will build on the instruments already in place therefore, with a view to enhancing and expanding them.

Out of the possible areas for action that could improve gender equality in the workplace, it was decided to focus on the following five areas:

- Recruitment
- Career development,
- Working conditions
- Actual remuneration
- Balance between work and family responsibilities

These objectives and actions include quantified indicators (*Code du travail*, Art. R2242-2) making it possible to assess the progress made towards achieving the goals set.

The signatory parties have hereby agreed as follows:

Article 1: Joint findings on the comparative situation between men and women at the ILL

1.1 Representation of women in the ILL's workforce

The proportion of women in the ILL's workforce has risen from 13% at the beginning of the 2000s to 22% since the year 2010.

This increase is due in part to the ILL's policy to increase the number of female staff, focusing in particular on technical and scientific positions.

Over the past four years, however, this increase has levelled off; with women very strongly represented in administrative positions, relatively well represented in scientific positions but under-represented, if not completely absent, in certain technical positions.

Women are also under-represented in management roles (Head of Service and Head of Group/Group Leader) and absent at more senior levels of Management.

1.2 Recruitment

Applications from women represent on average around 20% of all applications received for vacancies at the ILL. However, for technical vacancies, this percentage falls to around 7% (or even virtually zero for certain positions in mechanical engineering or maintenance).

In 2013, for example, 80% of the applications received from women were for only 3 vacancies (1 for a business travel assistant and 2 for scientists).

1.3 Salary advancements and promotions to 'cadre' (managerial) status

1.3.1. Salary advancements

In 2013 and 2014, the percentage of salary advancements awarded was evenly distributed between men and women.

1.3.2. Promotions to 'cadre' status

The statistics for the last ten years show that the percentage of women promoted to 'cadre' (managerial) status is around 15%. This is lower than the percentage of women holding 'non cadre' (non-managerial) positions at the ILL.

1.4 Remuneration

In 2013, the Labour Inspectorate (*Inspection du travail*) questioned the ILL about a possible gender pay gap at the expense of women.

The ILL produced a report explaining in detail how the pay differences between men and women did not amount to discrimination, but were due rather to the specific nature of certain posts held predominantly by men (e.g. shift services, SRSE), posts which are associated with specific bonuses (on-call duties, allowance for unhealthy or dangerous work, etc.).

If we only consider the fixed salary items listed in the annual report on gender equality, we see that the pay gap is almost exclusively due to age and length of service.

1.5 Vocational training

The statistics for the last three years show that access to training is completely gender neutral.

Women attended slightly more training courses than men, although the average duration was shorter.

1.6 Existing measures to help achieve a balance between work and parental responsibilities

The Collective Agreement and specific administrative notices contain a number of provisions in this area, including:

- Measures to support maternity, paternity and adoption: two extra weeks of maternity leave with full pay, 11 days paternity leave with full pay, authorised absences for antenatal check-ups, etc.
- Measures to support parenthood: payment of a family supplement, payment of allowances for family occasions (marriage, birth of a child), paid leave to look after sick children, etc.
- Measures to support working time management: the possibility to choose to go part-time.

1.7 Improvements to the annual report

The parties agree that the current document is presented in the form of tables of figures without any qualitative analysis. A joint working group (including the Work Council's Commission) will be set up to improve the report.

Article 2: Action plan for gender equality in the workplace

2.1 RECRUITMENT

First improvement objective:

Ensure that there is no discrimination against applicants of the under-represented gender during recruitment

Action 2.1.1: Increase "vigilance" among stakeholders at all stages of the recruitment process for those teams targeted, i.e. those with a predominantly or exclusively male or female workforce (pay particular attention to applications from the gender in the minority, raise awareness among decision-makers, etc.)

Indicator 2.1.1: Identify the teams concerned; for each team, compile the following statistics:

- number of recruitment campaigns for the team; number of applicants of the under-represented gender per campaign
- number of applicants of the under-represented gender shortlisted
- number of applicants of the under-represented gender recruited.

Action 2.1.2: Set up mixed gender selection panels, preferably comprising an odd number of panellists, when recruiting new staff in the teams concerned.

Indicator 2.1.2: For each team concerned: number of mixed gender selection panels (objective: 100%).

Action 2.1.3:

- a) Maintain links with organisations in France (APMST, etc.) and outside France working to promote careers in science and technology among women; provide them with resources in terms of infrastructure for holding conferences, seminars, etc.
- b) Encourage women employed at the ILL to attend these conferences, in particular to talk about their jobs and build a network of influence.

Indicator 2.1.3:

- a) organise at least one in-house event over the term of the agreement on the theme of promoting career opportunities for women in science and technology
- b) number of female ILL staff who have taken part in these conferences.

Action 2.1.4: Provide the chair of the Work Council's Workplace Equality Commission and the Permanent Representative on the Joint Careers Commission with recruitment statistics (number of applications received by gender, number of applicants shortlisted by gender, etc.).

Indicator 2.1.4: No indicator

Second improvement objective:

Promote awareness of gender stereotypes among those responsible for recruitment (HR and managers)

Action 2.1.4: Take care when choosing job titles and drafting the content of vacancy notices: pay attention to terminology and stereotypes (draft job offers in a gender-neutral way).

Indicator 2.1.4: Number of vacancy notices analysed and validated.

Action 2.1.5: Remind managers and recruiters of the rules guaranteeing non-discrimination when hiring new staff: identical criteria for men and women.

Indicator 2.1.5: Number of awareness-raising initiatives undertaken.

Third improvement objective:

Increase the number of women / men in jobs where both genders are not represented

Action 2.1.6: Increase the number of work-study and internship contracts signed with women in jobs where they are under-represented in order to increase the chances of women being hired at the end of these contracts. Same objective for men in jobs where they are under-represented.

Indicator 2.1.6: In the jobs where they are under-represented:

- Proportion of men or women among the students on work-study contracts
- Proportion of men or women among the trainees
- Proportion of male or female work-study students or trainees among those hired.

Action 2.1.7: Make it easier for staff to take part in job fairs at their children's schools by providing them with suitable tools to encourage dialogue (video or presentation).

Indicator 2.1.7: At least one tool provided during the term of the agreement.

Action 2.1.8: Put up HR posters along the route taken by visitors to the Institute.

Indicator 2.1.8: Presence of posters.

2.2 CAREER DEVELOPMENT

First improvement objective:

Improve the rate of recruitment of women to senior Management roles

Action 2.2.1: Raise awareness of the glass ceiling among the Associates and ILL Management.

Indicator 2.2.1: Presentation of this company agreement to the Steering Committee by ILL Management.

Action 2.2.2: Include at least one woman per short list when recruiting for Heads of Service/Group (provided there is at least one female applicant who meets the criteria for the position).

Indicator 2.2.2: Number of women shortlisted over number of campaigns.

Action 2.2.3: Ensure that the careers of female staff are not affected by discrimination regarding promotion to 'cadre' (managerial) status and advancements to the salary grading C3.

Provide 10-year rolling statistics to the Joint Careers Commission and the Management Board.

Indicator 2.2.3: Number of women promoted to 'cadre' or awarded the salary grading C3 in proportion to their overall number.

Second improvement objective:

Ensure equal access to career development

Action 2.2.4: Check on an annual basis that the number of salary advancements awarded to men/women is consistent with their respective share of the workforce.

Provide the Joint Careers Commission with relevant statistics when the list of staff recommended for a salary advancement is submitted in March.

Ensure that this information is included in the document "Rapport de Situations Comparées" (gender equality report for the Works Council).

Indicator 2.2.4: Number of salary advancements awarded to men/women in relation to their respective share of the workforce.

Third improvement objective:

Improve the percentage of successful promotions

Action 2.2.5: Provide staff with access to training in other areas, in particular for technical posts (must be associated with an identified and validated career plan).

Indicator 2.2.5: Number of training courses completed, by gender.

Action 2.2.6: Raise awareness among managers of the issue of gender equality in the workplace prior to the annual interview campaigns (action to be undertaken by ILL Management).

Indicator 2.2.6: Number of awareness-raising initiatives undertaken prior to each campaign.

2.3 WORKING CONDITIONS

First improvement objective:

Make all working environments gender sensitive

Action 2.3.1: Adapt facilities (changing rooms) and workstation ergonomics to ensure that the working environment is suitable for both men and women: make this a recurring item on CHSCT agendas.

Indicator 2.3.1: Number of “issues” relating to this subject referred to the CHSCT.

Second improvement objective:

Enable female staff to work and live in a gender-neutral and gender-sensitive environment

Action 2.3.2: Avoid the presence on the premises of stereotypical images, including images put up by our service providers.

Indicator 2.3.2: Number of cases identified by the CHSCT, including (and in particular) during tours of the buildings.

2.4 ACTUAL REMUNERATION

Improvement objective: Ensure that the average career paths of men and women follow the same trajectory

Action 2.4.1: Analyse and monitor careers paths by gender and by working hours (part time v. full time) on an annual basis for the purposes of comparison.

Make the necessary changes in the HRT and provide the Permanent Representative on the Joint Careers Commission and the chair of the Work Council’s Workplace Equality Commission with access to the information.

Indicator 2.4.1: Trajectory of careers paths by gender and by working hours (must be similar).

Action 2.4.2: Ensure that the rate of career advancement of women on maternity leave is not adversely affected by this period of absence.

The Human Resources Service will inform the Joint Careers Commission of the dates of maternity leave when the list of staff recommended for a salary advancement is submitted in March.

Indicator 2.4.2: Statistics: Number of women awarded a salary advancement following a period of maternity leave out of the total number of women on maternity leave.

2.5 BALANCE BETWEEN WORK AND FAMILY RESPONSIBILITIES

Improvement objective:

Foster the balance between working life and the exercise of family responsibilities

Action 2.5.1: Inform staff about the “1% logement” housing scheme (a way of allowing staff to live closer to their place of work).

Indicator 2.5.1: Amount of regular communication undertaken.

Action 2.5.2: Modify how working time is organised to make it more compatible with parenting:

* Unpaid leave to take care of a child who is sick or has a disability [1 year + (2 X 1 year)]

** Donation of days of paid leave or RTTs in accordance with the provisions of Law n° 2014-459 of 9 May 2014 allowing employees to gift rest days to a colleague whose child is seriously ill.

Indicator 2.5.2:

* Number of staff who take advantage of this leave

** Number of days transferred.

Action 2.5.3: Remind staff that if they have any difficulty exercising their family responsibilities, they can speak to their line manager, the HR Service and/or the ILL's Welfare Officer.

Indicator 2.5.3: At least one reminder during the term of the agreement.

Action 2.5.4: Simplify the use of forms of meeting which avoid participants having to travel: video conference, teleconference, etc.

Indicator 2.5.4: No indicator.

Action 2.5.5: Raise awareness among managers of the issue of achieving a balance between working life and family responsibilities, in particular during annual interview campaigns.

Indicator 2.5.5: Percentage of annual interviews during which this subject was discussed, including a distinction between cadres and non cadres.

Article 3: FINAL PROVISIONS

3.1 Entry into force of the agreement

This agreement shall enter into force the day after its signature.

3.2 Duration of the agreement

This agreement is concluded for a fixed duration of 3 years. On expiry, it shall cease to have effect but will not become an agreement of indefinite duration.

Within a period of 6 months before the expiry of the agreement, ILL Management and the Trade Unions shall meet to discuss a possible new agreement.

3.3 Revision of the agreement

Each signatory party may at any time request to revise certain identified provisions of this agreement. This request must be sent to all the signatories by recommended letter with acknowledgement of receipt.

3.4 Review clause

Due to the fact that the negotiations for this agreement took place in a particularly difficult and restricted budgetary context for the ILL, one of the actions discussed was not included in the actions selected for the agreement for implementation on the date of its signature.

The action concerned is the following:

Action: Provide staff who have chosen to work part time (4 days a week or during school hours) the possibility of contributing, should they wish to do so, to the general and supplementary old-age pension scheme on the basis of the salary they would earn if they were working full time.

Indicator: Percentage of staff on part-time contracts (4 days a week or school hours) who have opted for this possibility.

Moreover, the following action:

Action 2.5.1: Ensure that the organisation of work meetings is compatible with the Institute's working hours was also rejected.

The signatory parties agree to meet to further discuss these two actions and their possible inclusion in the present agreement after a period of one year from its date of signature.

3.5 Publication

This agreement will be made available to ILL staff on the Institute's intranet as soon as it has been signed.

Grenoble, 30 March 2015

For the ILL

For the CFDT

For the CGT

For the SAILL