

# How woman-friendly is your organisation

Unions and employers have made progress in creating workplaces that treat women fairly, recognise and reward their skills and talents and enable them to have a life outside work. But there is still a long way to go – including ensuring that policies are put into practice.

Our audit is designed to generate thought and discussion around women-friendly workplaces. Fairer workplaces benefit men too!



## #balanceforbetter

### Tick the boxes that apply in your workplace:

**Gender pay gap** – the gender pay gap in my organisation is less than 10%

**Pay transparency** – my organisation publishes its pay scales and it is not a disciplinary offence to talk about pay with colleagues

**Gender pension gap** – my organisation is aware that the gender pension gap is almost 40% and is talking about how to tackle it

**Women in senior positions** – half of my organisation's senior management team are women

**Training and career development** – training and career development for women is encouraged, resourced and people have the time to do it

**Mentoring** – my organisation has a mentoring programme

**Recruitment procedures** – my organisation follows best practice and all interviewers have been trained to avoid unconscious bias

**Flexible working** – my organisation has a good policy on flexible working, positively encourages it and applies it equally across all grades

**Long hours culture** – my organisation actively discourages staff from working excessive hours, valuing output rather than presenteeism

**Maternity pay** – maternity pay in my organisation is better than Statutory Maternity Pay

**New and expectant mothers' health** – my organisation does not put the health and safety of new and expectant mothers at risk

**Paternity leave** – is encouraged, taken up and more than two weeks

**Women returners** – a policy and procedures are in place to make it easier for women to return to work after maternity leave

**Carers' leave** – my organisation has a policy on leave or flexible working for those with caring responsibilities

**Harassment and bullying** – all employees are treated with dignity and respect, in a working environment free from discrimination and harassment

**Sexual harassment policy** – my organisation does not tolerate sexual harassment and staff are not afraid to report it

**The menopause** – my employer supports women going through the menopause and ensures the subject is not taboo

**Culture** – people are able to raise concerns without fear of reprisals or being subject to detriment

**Personal protective equipment** – my PPE fits me and is comfortable

**Men leading by example** – senior men in my organisation lead by example by working flexibly, encouraging a family-friendly culture and helping staff develop to the best of their ability.

### HOW IS YOUR ORGANISATION DOING?

<b>15-20</b>	your organisation is living in the 21st century
<b>10-14</b>	OK but areas for improvement
<b>5-9</b>	lots of work to do
<b>0-4</b>	urgent remedial work needed

If you don't know how well your organisation is performing against these indicators, or have views about which ones need to be prioritised, contact your local union rep

**Useful resources:** <http://bit.ly/gender-equality-links>  
[prospect.org.uk/join](http://prospect.org.uk/join) • [bectu.org.uk/join](http://bectu.org.uk/join)

