

4 - PROGRAMME ADMINISTRATION

A - Mechanisms to ensure managerial involvement in the EOW Programme

The Chair of the Departmental EOW Committee is the Director of Personnel Operations Division and also Special Advisor to the Under-Secretary of State for External Affairs on Status of Women issues. The Director General of Personnel is the Departmental Responsible Officer.

The Chiefs of the Employment and Training and Development Sections are members of the Departmental EOW Committee. Chiefs of Section in Personnel Operations Divisions are responsible for writing their objectives and for evaluating progress. They provide reports on their objectives in advance of each meeting of the Departmental EOW Committee. Memoranda are sent to Directors of Committee members explaining that EOW is a legitimate department activity and that employees must be given a reasonable amount of time to devote to it.

One of the officers in Employment Section is responsible for the co-ordination of Special Recruitment. The EOW Co-ordinator is located in the Personnel Policy and Planning Section, but she reports to the Director of Personnel Operations Division on EOW matters. From this location, it is possible for her to introduce the EOW perspective in two important areas in personnel management, and to carry out frequent discussions with all the Chiefs of Section in the Division.

Owing to the fact that two-thirds of the Department's employees are in the foreign service, there is a need for continuous education of rotational managers and employees. Moving as they do back and forth between differing cultures where the rôles filled by women range from those in the Moslem world to those in Eastern Europe, emphasizes the need for briefings. This is done by placing the EOW perspective on the sessions given by the Training and Development Section, be they briefings for newly-appointed Heads of Post or Workshops on exploring career opportunities. The Inspection Service is also mindful of EOW concerns during their visits to Posts overseas.