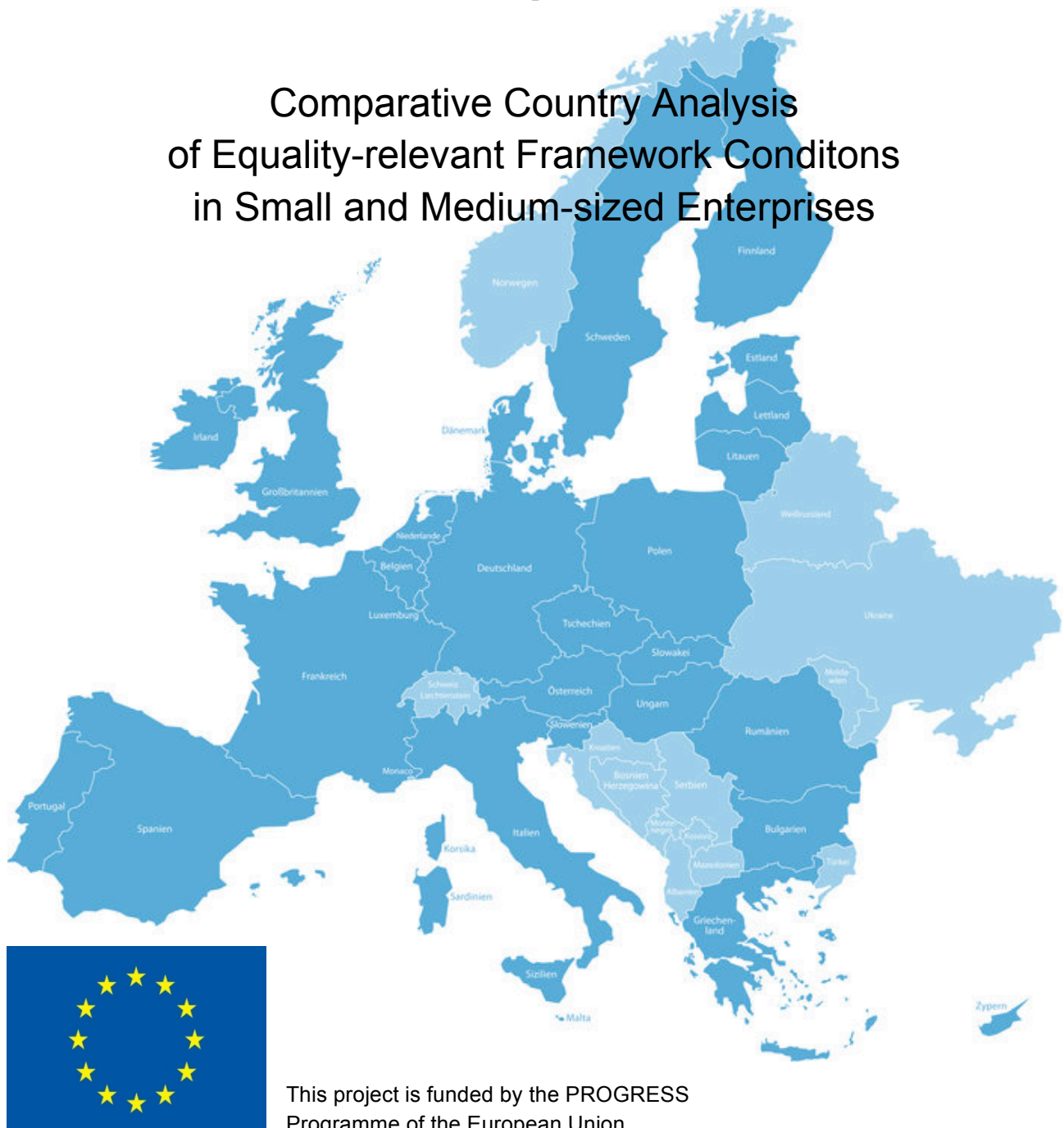


Human Resources (HR) Strategy Oriented Towards Structural Changes in the European Union

Comparative Country Analysis
of Equality-relevant Framework Conditions
in Small and Medium-sized Enterprises



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GOALS OF THE SWOPS PROJECT

With regard to demographic change and the increasing demand for well-trained professionals, structural changes within organizations provide the basis for modern and competitive businesses. Small and medium-sized enterprises still have disadvantages in competing for skilled employees when compared to larger businesses, because of their organizational traditions and scarce resources. Consequently, they are especially dependent on their current staff.

Businesses that offer work-life balance to their female and male employees and successfully implement diversity strategies benefit from keeping skilled, motivated and highly dedicated employees in the long run. The main goal of this project is to introduce a Human Resources (HR) Strategy that is oriented towards Structural Changes (SWOPS) and which offers equal career opportunities to women and men. These include redesigning work places, changing organizational structures, providing flexible working hours, developing flexible entry and exit models, implementing innovative recruitment processes and strategic personnel planning, as well as internal knowledge management, training and education opportunities for employees, changes in the corporate culture, and raising awareness for these issues among managers.

The project's target group is Managerial Directors and executive managers of SMEs from France, Austria, Sweden, and Germany. SWOPS aims at initiating change in the attitudes of this target group in order to provide women and men with sustainable opportunities for advancement.

GOAL OF THE ANALYSIS

In order to establish comparability between the participating countries, a comparative analysis was conducted of the prerequisites in France, Poland, Sweden, Austria and Germany. Basis for the analysis are criteria, which have been processed in each partner country. A partner from Poland originally was project partner and has retired from the project. The results of the country analysis for Poland already existing were nevertheless used. The Polish partner was replaced by a partner from Austria. Through this a country analysis not planned originally has there been for Austria.

Interviews on the same issues will be administered with participating SMEs in each partner country to analyse what impact previously identified conditions have, but also to take stock in these medium-sized enterprises (>50 employees).

The analysis consists of the responses to the list of criteria and the results of the interviews. It provides initial indicators to advise the participating SMEs. For example, experiences with flexible working hours from one country may stimulate other enterprises. In addition, our goal is to set-up general criteria for an HR Strategy oriented towards Structural Changes in small and medium-sized enterprises. With the completion of the project, examples of good practice that includes successful strategies implemented in small and medium-sized enterprises in France, Sweden, Austria and Germany as well as general guidance for SMEs in Europe have been developed.

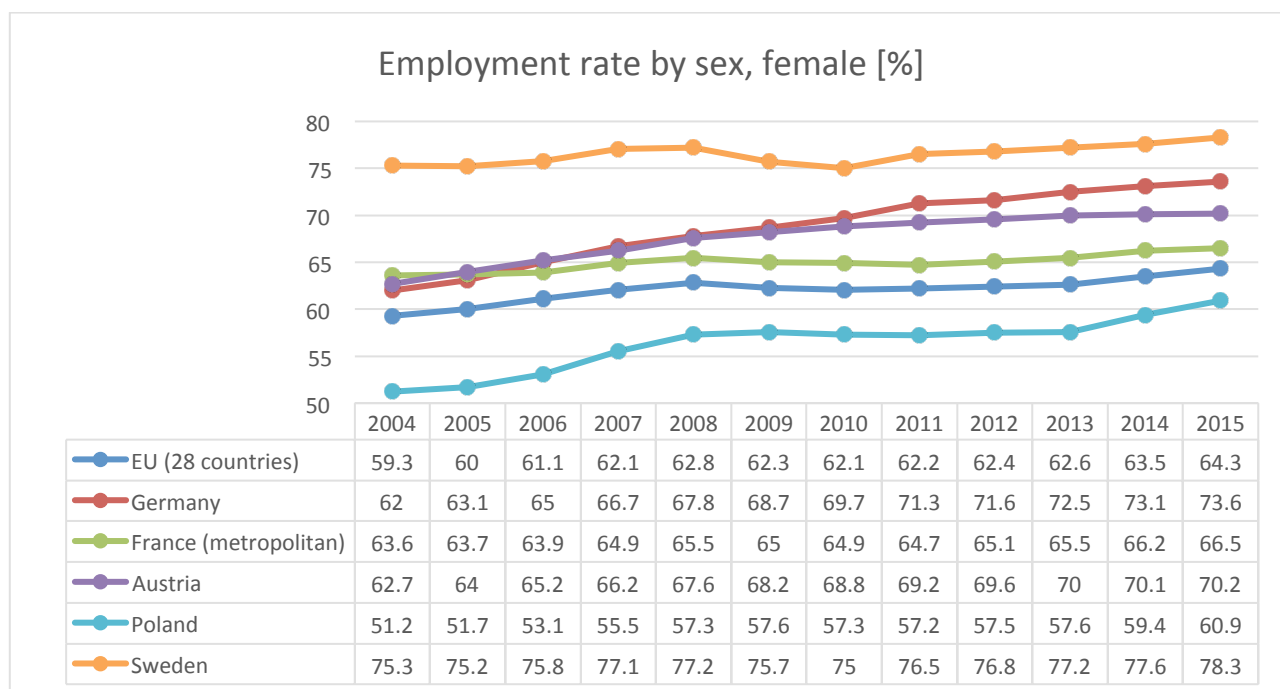
Note: The table headings or questions of the results from the interviews in the SMEs are shaded grey to have a better distinction from results of the country analyses.

1 BASIC FACTS AND FIGURES

Before elaborating on this report's individual topics, we want to engage with the quota of working women in more general terms.

Question: What is the percentage of women at working age who are currently employed in your country?				
France	Germany	Poland	Austria	Sweden
67.0 %	68.8 %	62.2 %	67.0 %	83.0 %

Question: How do you define the time period, in which citizens are at working age in your country?				
France	Germany	Poland	Austria	Sweden
15 – 64 years	16 – 65 years	Women: 18 – 59 years Men: 18 – 64 years	15 – 64 years	20 – 64 years



Source of Data: Eurostat
 Last update: 14.07.2016
 Date of extraction: 15 Jul 2016 11:01:51 CEST
 Hyperlink to the table: <http://ec.europa.eu/eurostat/tgm/table.do?tab=table&init=1&plugin=1&language=en&pcode=tesem010>
 General Disclaimer: http://ec.europa.eu/geninfo/legal_notices_en.htm
 Short Description: The employment rate of the total population is calculated by dividing the number of person aged 20 to 64 in employment by the total population of the same age group. The employment rate of men is calculated by dividing the number of men aged 20 to 64 in employment by the total male population of the same age group. The employment rate of women is calculated by dividing the number of women aged 20 to 64 in employment by the total female population of the same age group. The indicators are based on the EU Labour Force Survey.
 Code: tesem010

The topic “gender equality” is a convoluted field and a special challenge for small and medium-sized enterprises as many people find it difficult to grasp the key requirements as well as the advantages and disadvantages of the concept. In order to provide more transparency with regard to the legal, political, and social developments and regulations, this chapter begins by outlining its basic principles. The core objectives of this topic area are to detect the different legal regulations, political initiatives, and social activities that currently take place in France, Poland, Sweden, Austria and Germany, and to uncover the influences they have on the national economy. Thereby, special focus lies on the small and medium-sized enterprises. Subsequently, one part of the project is to analyse whether and to what extent these findings can be applied to other countries.

1.1 The Legal Framework to Achieve Gender Equality

Question: Has your country passed one or more laws on gender equality?			
France	Germany	Poland	Sweden
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

Question: If yes, how is this law/are these laws called?	
France	Principle of Equality on Remuneration Roudy's Law: Professional Equality Law on Real Equality between Women and Men
Germany	General Anti-Discrimination Act (AGG) (2006) Maternity Protection Act (MuSchG) Parental Allowance and Parental Leave Act (BEEG)
Poland	Law to improve employability and labour market situation (Ustawa o promocji zatrudnienia i instytucjach rynku pracy) Constitution of the Republic Poland (Konstytucja RP)
Austria	Law on Equality between Women and Men (GIBG) (2015)
Sweden	Abortion Act (1974) Women's Law (1998) Law on Discrimination (replaced Equality Act) (2009)

Question: Have any legislative bills on gender equality been proposed in your country?				
France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no

Question: If yes, how is this bill/are these bills called?	
France	n.a.

Germany	Draft law for the equal participation of women and men in leadership positions in the private sector and the public sector (see 3.2)
Poland	Draft to revise the law for the equal status of women and men (<i>Projekt ustawy o równym statusie kobiet i mężczyzn</i>), rejected 2008 Revision of the electoral law (<i>Ustawa o zmianie ustawy – Kodeks wyborczy</i>)

Please explain the key content of the law(s) or respectively the legislative bill(s). In your analysis, please focus in particular on the subject matter of the laws and evaluate the obligations that consist for the companies.

France	
Law/Bill 1	Same work, same remuneration: any employer, for a same work or a same value of work has to pay the same value of money whether it is a man or a woman. The company does every year a negotiation on gender equality at work especially on the remuneration stake. The objective of this yearly negotiation in the company is to reduce the differences on the remuneration between the men and the women.
Law/Bill 2	This law fights against discrimination that suffer women on the stakes of employment and salary. This law constrains the companies which have more than 50 employees and which contracted with de French government to publish a yearly report on professional parity between women and men on the stakes of employment, education, promotion, qualification and working conditions.
Law/Bill 3	This law fights against women's insecurity and worries about everyday parity and about the representation of the women in the medias. The objective is to increase the level of women's employment and promote the equality on the parenting.

Germany	
Law/Bill 1	<p>General equal treatment law AGG (2006) regulates the equal treatment between employee and employer. It forbids discriminations in the private industry: based on ethnic origin, gender, religion and philosophy of life, handicap, age or sexual identity. The following forms of the unequal treatment have to be distinguished:</p> <ul style="list-style-type: none"> ▪ immediate discrimination (§ 3, para. 1 AGG): Less favourable treatment of a person compared to a different one in a comparable situation, ▪ indirect discrimination (§ 3, para. 2 AGG): Discrimination by apparently neutral regulations, measures, criteria or method which have discriminatorily an actual effect, ▪ annoyance (§ 3, para. 3 AGG): Injury of the dignity of a person particularly by creation of an environment indicated by intimidations, hostilities, humiliations, degradations or insults, ▪ indecent assault (§ 3, para. 4 AGG) and ▪ the instruction for one of these behaviours (§ 3, para. 4 AGG). <p>An unequal treatment by the employer may perhaps be justified, to compensate an existing discrimination (e.g. in the case of the preferential treatment of women with the same qualification).</p> <p>Employee have the right to complain in case of a violation of the law by their em-</p>

	ployer, and have sometimes the right to denial performance as well as to compensation.
Law/Bill 2	The law to the protection of the employed mothers (MuSchG) became effective on February 6th, 1952 and was changed since then repeatedly. It only applies to employed pregnant women and mothers as well as employed female in outwork; the maternity regulations and parent time ordinance of the federation or the corresponding statutory orders of the countries apply to officials. The laws follow to a large extent the requirements of the norms for the maternity regulations as adopted by the international labour organization. (details see 8.1)
Law/Bill 3	In principle, the law to the parental leave allowance and at the parent time (BEEG) which applies to children born as of January 1st, 2007 has been restricted for twelve months immediately after the birth of the child. By using two partner months, the claim may be expanded to altogether 14 months. For single parents who hold the only custody or have at least the only stay regulation right there exists a claim of fourteen months parental leave allowance (§ 4, para. 3 BEEG). The height of the parental leave allowance varies according to the net income of the parent that makes the application on parental leave allowance, and serve as a consideration substitute. Not employed persons get the parental leave allowance in height of the minimum amount as a job package. (details see 8.2)

Poland	
Law/Bill 1	Law about support of the employment and labour market institutions (<i>Ustawa o promocji zatrudnienia i instytucjach rynku pracy</i>) Specific: Obligation to equality and non-discrimination at the employment agency, regardless of sex and other factors
Law/Bill 2	Constitution of Republic Poland (<i>Konstytucja RP</i>) Specific: 2nd chapter, art. 32 u. art. 33 of the Polish constitution guarantees the preservation of all rights, which is valid in a democratic state under the rule of law (i.e. is like fundamental freedoms, personal, political, economic, social and cultural liberties and rights for women and men.)
Law/Bill 3	Amendment of the law – Electoral law: two suggestions of the parliamentary women's group (Parlamentarna Grupa Kobiet) on changes of the election regulations by customization of the quota system existing since 2011: 1. Quota for women and change of men and women on poll books,, 2. Zip-fastener system for the 14th upper places (approx. 35% of the candidates per sex.)
Law/Bill 4	March 2013: Directive of the treasure minister for enterprises with participation of the national treasury. You are obliged to "select suitable members of supervisory boards, under consideration of a balanced participation of women and men, to ensure the proper functioning of the corporate management". A Codex of good practices defines that the share of under-represented sex has to increase to 30% of all supervisory board members until 2015. This is the first measure of the state in this area.

Austria	
Law/Bill 1	Equal treatment law (2015) Ban on discriminations primarily in the working environment but also e.g. in personal life Special regulations for job adverts (unbiased as to sex, disclosure of the minimum salary for the respective place) and the in-house disclosure of salaries
Sweden	
Law/Bill 1	Abortion Act of 1974 states that up until the end of the eighteenth week of the pregnancy the choice of an abortion is entirely up to the woman, for any reason whatsoever. After the 18th a woman needs a permission from the National Board of Health and Welfare (Socialstyrelsen) to have an abortion.
Law/Bill 2	Law on violence against women (1998), physical, psychological and sexual. Mandatory for municipalities to provide support and refuge for women who are exposed to violence.
Law/Bill 3	According to the Discrimination Act , employers with 25 or more employees should every three years, reverse/draw up a written equality plan. The equality plan should include the objectives and measures needed in the workplace to promote equal rights and opportunities regardless of sex in the areas of employment, parenting, harassment, recruitment, and training and skills development. The plan shall contain a description of which of the measures that the employer intends to commence or implement in the coming years. The equality plan shall also include an outline of the action plan for equal salary.

1.2 Political Initiatives

For the purpose of this analysis, political initiatives are initiatives proposed by the legislature, executive, or judiciary of a state. By contrast, social initiatives are developed by social actors, such as churches, unions, or associations of private individuals.

What are your country's political priorities with respect to gender equality? What kinds of political initiatives exist?

Briefly describe the content and the groups of people that are involved in these political initiatives. When appropriate also describe the specific measures that have been enacted by your Parliament based on present initiatives. Please also address the main political players in the field of gender equality (e.g., parties, ministries, individual MPs).

This subsection does not purport to be complete. Please focus on the three most important political initiatives in your country, which have or had a large impact on the private sector.

France	
Political Initiative 1	Since 2014, France has a real ministry of women's rights attached with the ministry of health. Its aim is to enhance women's rights and professional equity between men and women by proposing laws and legislative bills. A web portal about genders equality has since been created: femmes.gouv.fr
Political	French delegations to women's rights in Parliament (Assemblée Nationale) and in

Initiative 2	Senate: These delegations advise the French deputies and senators about government works on gender equality and can also ask a minister or secretary of state to explain his work on gender equality in front of them. These delegations have often to work on laws or bills about it.
Political Initiative 3	Some other political initiatives are conducted in France by "Education Nationale" like education on gender equality in schools and in colleges in order to teach kids about it.

Germany	
Political Initiative 1	<p>Equality policy in Germany</p> <ul style="list-style-type: none"> – under control of the Federal Ministry of family, senior citizens, women and youth <p>Federal Government publishes an equality report of the Federal Government to review the general equality situation between men and women once per legislative period</p>
Political Initiative 2	<p>Legislative initiative for the participation of women and men with equal rights in leading positions in the private industry and in the public service (quota for women.)</p> <ul style="list-style-type: none"> – long-standing initiative of the SPD group in the Bundestag – Legislative initiative was submitted by the SPD federal minister for family, senior citizens, women and youth designed and the SPD Federal Minister of the justice and for consumer protection. – In December 2014 the Federal Cabinet adopted the proposal. <p>Also see 3.2 for nearer explanations of the content.</p>

Poland	
Political Initiative 1	<p>The authorized representative of the government for equality (<i>Pełnomocnik Rządu ds. Równego Traktowania</i>) is one of two institutions, established on the basis of the so-called equality law to prevent violations of the principle of the equality due to the sex, race, ethnic origin, nationality, religion, faith, handicap, age or sexual orientation. The authorized representative (at present Mrs Malgorzata Fuszara) is a government organ and is appointed by the prime minister.</p> <p>Among the responsibilities of the authorized representative is the putting into action of the governmental policy in the area of the antidiscrimination, particularly development and evaluation of legal provisions to the equality, analysis of the existing legal provisions with respect to the equality, and recommendations for the change of the existing legal provisions are part of the tasks of the authorized representative, supervision of the compliance with the principle of the equality, support and distribution of the questions of the equality, cooperation with national organisations of the civilian company (including trade unions and employers' federations). Cooperation in the establishing of obligatory international agreements on the principle of the equality and antidiscrimination and its putting into action in the Republic of Poland. In correspondence with the regulations of the above-mentioned law as well as in cooperation with the responsible ministers the assignee can initiate, implement, coordinate and supervise programmes for the principle of the equality and prevention of injuries of the principle of the equality.</p>

	<p>The legal obligation to the development and presentation is one of the most important tasks of the authorized representative the ministerial committee of the National Action Plan for the equality. (see below)</p>
Political Initiative 2	<p>National Programme for Action for the equality for the years 2013-2016 (<i>Krajowy Program Działań na rzecz równego traktowania na lata 2013-2016</i>)</p> <p>It is the first government document that mentions the question of the equality of endangered groups. The document collects and organizes priorities for most important activities to the equality of women and men who are carried out by the government in different ministries and subordinate cells.</p> <p>Areas: 1) antidiscrimination politics, 2) equality on the labour market and in the national insurance system, 3) prevention of force, inclusively domestic force and improvement in the protection for force victims, 4) equality in the educational system, 5) equality in the health care system, 6) equality at the entry to goods and services.</p> <p>Information about the entities responsible for the putting into action, the ones involved as well as the periods of performance was defined in the roadmap for every field (among this non-government organisations and units of the local self-administration among others in the development of the children and family member support, support of the activity of women and men on the labour market, distribution of information in connection with the prevention of force under consideration of the gender perspective, dismantlement of obstacles with the education of people with handicaps and migrant children as well as children of the Romany minority, support of older people in its role as social leaders).</p>
Political Initiative 3	<p>Since January 1st, 2011 the law about the execution of certain regulations of the European Union has been the so-called equality law (Ustawa równościowa) in Poland in the field of the equality.</p> <p>Since 2013 the parliament discusses an outline for the change of the law. Over twenty organisations are involved in the work.</p> <p>Goal: "Establishment of and improvement of the national mechanisms for the equality" also by a periodical "use of special provisions to the acceleration of the actual and not only legal equality of women and men". In the discussion the need is often stressed for a greater participation of the women in the labour market. The law repeats or enlarges the already existing rights of the women, which are equal to the rights of the men (among others on holiday, exemption of the work or other advantages, inclusively pension and the same conditions at the cancellation) grants the right to maternity leave, forbids the dismissal of pregnant women and indecent assault. All this is regulated legally for a long time (sometimes only in another form). However, the alteration of the Constitutional Law goes much further: It is all about succeeding administratively the full equal rights of women and men. The law particularly asks authorities for a "change of prejudices and habits based on the idea of the inferiority or superiority of a gender". It wants to remove "harmful stereotypes of gender roles" from the schoolbooks - in the practice this means all texts in which a woman is represented in connection with the housework.</p> <p>The law wants to act radically: Obligatory sex parity in public offices and institutions (mind. 40% persons of a gender).</p> <p>Further, it also is all about changes of the vernacular and the official language - she may be no longer "sexist" and discriminatory.</p> <p>The law wants to open also new professions for women: The Polish work civil code forbids the occupation of women in work that is bad for health since over 20</p>

	<p>years (production, raises of more considerably weights, mining, quarries, huts, potential contact with poisonous substances etc.) - this is, however, a ban on the occupation. A woman may do this everything in her own company.</p> <p>The project of the equality law is supported by women's organizations, however, there are many vote against which stress the contradiction of the law with the constitution (among others injury of the constitutional protection of the marriage, family and the welfare of the children).</p>
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Austria	
Political Initiative 1	<p>At present, especially the ministry of family matters works on new models of the parental leave (partnership bonus etc.).</p> <p>In the public service, the so-called daddy month was introduced (1 month exemption for fathers after the birth of a child.)</p>
Political Initiative 2	<p>The ministry for the advancement of women supports the salary disclosures and promotes women in leading positions</p> <p>Altogether, the role model is still very traditional in Austria</p>

Sweden	
Political Initiative 1	<p>Minister for Gender Equality coordinates the government's gender equality policies. Each minister in the parliament is responsible for gender equality in his or her area of expertise.</p> <p>Equality Unit (under the Minister for Gender) is responsible for coordination of the Government's work on gender equality and gender-specific initiatives and to developing methods to implement the Government's gender policy. Each County Administrative Board in Sweden has one person that is gender equality expert. Equality Ombudsman (DO) ensures the Discrimination Act and the Parental Leave Act compliance. Board against discrimination under penalty imposes on employers and education providers to take action against discrimination, for example, discrimination on sex.</p>
Political Initiative 2	<p>In Sweden, gender equality has been a policy area since 1972 under the leadership of Olof Palme. Since 1994, the Swedish gender equality policy had a clear (feminist) perspective of power. The goal of gender equality policy is that women and men should have equal power to shape society and their own lives. The goal was adopted with broad political consensus in 2006 based on the bill "Power to shape society and their own lives - new gender policy objectives" (Prop. 2005/06: 155).</p> <p>The gender policy has four objectives:</p> <ol style="list-style-type: none"> 1. An equal distribution of power and influence. Women and men should have equal rights and opportunities to be active citizens and to shape the conditions for decision-making. 2. Economic equality. Women and men should have the same opportunities and conditions with regard to education and paid work that provide lifelong economic independence. 3. Equal distribution of unpaid care and household work. Women and men should take equal responsibility for household and have opportunities to give and receive care on equal terms.

	4. Men's violence against women must stop. Women and men, girls and boys, shall have equal rights and opportunities to physical integrity.
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1.3 Social Initiatives

What are the leading social initiatives and activities in the field of gender equality in your country? Please address the main players, current developments, and present impact of these initiatives on the society and in particular on the companies.

This subsection does not purport to be complete. Please focus on the three most important social initiatives in your country, which have or had a large impact on the private sector.

France	
Social Initiative 1	<p>Apec trophies' for gender equity: The association for executives employment organizes since 2011 a ceremony where 22 ideas or projects for professional gender equality are rewarded. The trophies are given to the companies which initiated the winner project.</p> <p>The rewards are divided by categories like "Big Apec's trophy", "Large companies", "SMEs", "Public organizations", or else "Entrepreneurship".</p> <p>The aim of these trophies are to show that every worker in each company can help gender equality rising not only in his company but also in the whole professional sphere.</p>
Social Initiative 2	<p>The AFNOR, the French Association for standardization, which regroup more than 3000 companies created a label on gender equality. Its aim is to promote gender equality in the whole companies which are certificated by the label. On one hand, the company which want the label gather its employees on a common project in order to encourage a mutual social dialogue. On the other hand, the company is seen as a responsible company on gender equality, which promote its own activity.</p>
Social Initiative 3	<p>The ORSE – Observatory for corporate social responsibility – is directed by its members which are for the most the biggest French companies.</p> <p>This observatory especially leads, with the "Laboratory of Equity", studies about professional gender equity in order to educate our society and our companies on gender equity. Many guidebooks are available on their website which describe good practices for companies.</p>

Germany	
Social Initiative 1	<p>Equal Pay Day (introduced and operated by Business Professional Women Club Germany e.V. - registered association)</p> <ul style="list-style-type: none"> – raise attention for the fact, that women have gained the same salary as men in comparable positions only in March of the subsequent year (cf. genders Pay gap.) – this year the Equal Pay Day was on March 19th, 2016 – see home page: http://www.equalpayday.de/startseite/ <p>Also a campaign of the BPW "red bag": The "red bag" clarifies that women (at the same job profile and the same position) have proverbially in the "bag" less than their colleagues.</p>
Social Initiative 2	<p>Der VdU – Association of German Businesswomen is the only German trade association that intersectorally represents the interests of particularly middle-class businesswomen from industry, skilled crafts, trade and service.</p> <ul style="list-style-type: none"> – strengthening of the role of the businesswoman - public representation – participation in the initiative for the quota for women – see home pages: http://www.vdu.de/, http://www.vdu.de/presse/vdu_in_den_medien?page=1
Social Initiative 3	<p>Since 2001 5 balance sheets of the agreement between the Federal Government (BMFSFJ, BMBF, BMWi) and the central associations of the German economy (BDA, BDI, DIHK, ZDH) for the promotion of the equal opportunities of women and men in the private industry</p> <ul style="list-style-type: none"> – education and further education of women and girls, – improvement of work-life balance – improved participation of women in leading positions – support of fair income prospects of women and men in the life course.
Poland	
Social Initiative 1	<p>Kongres Kobiet/woman convention was founded in June 2009 as a social movement to activate women in Poland socially and politically. The starting point had been activities around the organisation of the 1st convention of the women with over 4.000 women from all of Poland, who discussed about the contribution of woman in the history of the last 20 years. At present the woman convention is a social initiative and unites single persons, non-governmental organisations, representatives of economy, politics, science, art, journalism, trade unions, employers etc. The convention brings women from all of Poland with different views and from different social groups together. It does not have any connections to institutions or political parties. The social movement was formalized and the association of the woman convention founded in January 2010. Many initiatives and postulates of the convention were converted meanwhile (government representatives for the equality of women and men, quota for women in elections).</p>
Social Initiative 2	<p>Karta Różnorodności/Diversity Charta: written declaration of the employers that they forbid any discrimination at work, measures undertake for the establishment</p>

	<p>and the promotion of diversity and are ready to involve all employees and business partners in such activities. Every employer can sign the charter independently of line of business, industry or size.</p> <p>The Polish Diversity Charter was launched in February 2012 by the Responsible Business Forum in collaboration with the Office of the Government Plenipotentiary for Equal Treatment and the Office of the Polish Human Rights Defender. The Charter document, which exceeds the regulations of the Polish Labour Code, was created in collaboration with public administration, non-profit organisations, trade unions and business representatives. The main objectives of the Charter are promoting diversity management in Poland and creating tools and guidance for companies, public institutions and non-profit organisations to implementation diversity management in the workplace; organizing events and education programmes for signatories.</p> <p>The first Diversity Charter signatories were Orange Polska (the main partner of the Polish Diversity Charter), Aviva, British American Tobacco, Danone, Deloitte, Grupa Orbis, Grupa Żywiec, Kompania Piwowarska, L'Oréal Polska, NUTRICIA, Provident Polska, PwC, Totalizator Sportowy and Unilever. Those were joined among others by ArcelorMittal Poland, Bank BPH, Carrefour Polska, CEMEX Polska, EDF Polska, Grupa Saint-Gobain, Henkel Polska, KPMG, Sephora Polska, Siemens and T-mobile Polska.</p>
Social Initiative 3	<p>Feminoteka: since 2009, a charitable organization for the elimination of the discrimination due to the gender in all spheres of the social, public and cultural life. Measures: Trainings, workshops, meetings, book presentations, discussions and publications.</p> <p>Goals:</p> <ul style="list-style-type: none"> – elimination of discrimination due to the gender in the literature, culture, art and in the public life, – support of women's rights, gender problems, feminism, – support of authors and publications to more comprehensive questions of women's rights, – support of the equality of men and women, – prevention of force against women, – fighting discriminations due to the gender, – demanding of the participation of women in the public and cultural life – elimination of obstacles in connection with access to knowledge about new technologies, – distribution of knowledge about new technologies among the women.

Austria	
Social Initiative 1	<p>In the economic chamber there is the sector of "woman in the economy", which, however, feels only responsible for businesswomen in the narrower meaning, has shown commitment to the worker chamber (which is in charge also for employees) for better promotion chances for women for a long time, but they do not feel really responsible for the top leading positions either.</p> <p>The industrialist union fights firmly for women in leading positions within the last few years. (Programme women. Lead, incl. guide for enterprises and politics</p>

	2012.)
Social Initiative 2	In the nineties, the then minister for women's affairs Helga Konrad undertook the legendary PR action with the slogan "half-half" to foster the equal division of business and private obligations between men and women. This action is the talk of the town to this day and heads partly smiles, partly as claim and aim as well as a reminder.
Social Initiative 3	<p>An important information push and shot in the arm for women (young and old) to the work of their own have brought about the introduction of a retirement account. Here it is possible to look up the amount of expected pension with the possibility of seeing how with a higher employment the pension can be influenced positively, even in advanced age.</p> <p>Suddenly also young women discuss, that it can be necessary to work rather more than less hours.</p> <p>www.neuspensionskonto.at</p>

Sweden	
Social Initiative 1	<p>Sweden uses a version of the European standard for gender mainstreaming as the Swedish ESF Council has developed.</p> <p>Gender mainstreaming is a political strategy to achieve an equal society. According to the Council of Europe definition means that gender mainstreaming a gender perspective in all policies at all levels and in all stages of the process, by the actors normally involved in policy-making. Regional action plans have been developed and should be available in every county. The government has in the appropriation and conditions decision for 2012 given the mission to the players responsible for regional development work to develop regional action plans for the years 2012-14 Länssyftelserna to assist with its expertise in the work.</p> <p>http://www.tillvaxtverket.se/huvudmeny/insatserfortillvaxt/regionalutveckling/jamstalldregionaltillvaxt.4.3c075973137a2e9d3a82ee.html</p>
Social Initiative 2	<p>Via the Growth Board and the County Board in the county, we have conducted a project called WINNET Östergötland where the aim has been to highlight and improve the conditions of women in regional development work. Gender statistics have been produced to demonstrate how it looks in each municipality in the county. Meetings and seminars have been conducted with local small and medium-sized enterprises.</p> <p>The work has meant that women's conditions made visible and aimed to increase women's influence in regional development work. The issue has been raised with municipal politicians and officials, meeting venues, network mapping, network banking, newsletters, news-paper articles and lectures.</p> <p>WINNET were also several local development in rural areas, which has led to increased priority and interest in this issue in rural areas.</p>
Social Initiative 3	<p>Vinnova another actor who seems and runs programs to strengthen innovation in Sweden. The programs have different orientations and spans several areas of society and industries. Vinnova's program has three main areas: strategic areas, innovative capacity of specific target groups and cross-border cooperation.</p> <p>http://www.vinnova.se/sv/Var-verksamhet/</p>

2 PERSONNEL RECRUITMENT

Personnel Recruitment deals with the coverage of previously defined personnel needs. This raises the following questions: How is this need assessed? Do clearly defined criteria exist that are, among other things, mirrored in the job profile and apply during the candidate selection process? This topic area aims at identifying the legal framework to ensure gender equality in companies. Job advertisements serve as a starting point.

2.1 Personnel Recruitment Process

Question: What is the percentage of the interviewed SMEs that have a transparent personnel recruitment process?			
France	Germany	Austria	Sweden
60% (n=5)	50% (n=4)	100% (n=3)	100% (n=4)

Question: What is the percentage of the interviewed SMEs that have a description of the personnel recruitment process?			
France	Germany	Austria	Sweden
20% (n=5)	25% (n=4)	67% (n=3)	100% (n=4)

2.2 Job Advertisements

Especially with regard to job advertisements, certain criteria have to be met to avoid discrimination and to ensure equality between men and women. These include, for example, using female and male forms in job descriptions, displaying images that show men and women, reference to equal opportunities regardless of a person's gender, religion, disability, sexual orientation etc.

Question: Does your country have any legal requirements to prevent discrimination which have to be included in job advertisements?				
France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

If yes, please explain briefly, which of these legal guidelines are mandatory and which ones are optional as well as how companies deal with these guidelines in your country. (250 words maximum)

France	<p>The advertisement must not mention the gender of the candidate. It must be written so that it can be a man or a woman.</p> <p>The better is that the advertisement is written with male or female terms. <i>In French, words, adjectives or verbs are written differently if the subject is a male or a female. A job advertisement must contain the both.</i></p> <p>Some jobs like artists or models are excluded by this obligation.</p> <p>However, it is possible to make some exceptions to the law by promoting a job</p>
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	offer for women in order to applicate agreements on professional gender equity.
Germany	<p>For job advertisements legally important are mainly § 11 of the general equal treatment law (AGG) which stipulates that enterprises have to do internal and external job advertisements unbiasedly as to gender as well as § 3 of the AGG which forbids relative and immediate discrimination.</p> <p>Only a small minority of mainly smaller enterprises does still not publish any job advertisements unbiased with regard to gender.</p> <p>Enterprises in addition are invited to publish their job advertisements if possible over channels, which are similarly accessible to women and men. In addition, it is advisable that women and men are shown at illustrations in the job advertisements to attract both gender. These are however optional measures which do not have any legal obligation.</p> <p>§ 6 Federal Equality Law (BGIG) for the public service: Requirement profile – “The complete tender specification must be arranged so, that it is not only tailored to persons of a specific gender ...”.</p>
Poland	<p>In principle, the form and the content of the advertisement is determined by the employer: There are no clear specifications even if many regulations are fixed legally.</p> <p>The labour civil code (chapter II a) is basic: All employees should independently of gender, ages, handicap, race, religion, nationality, political conviction, trade-union affiliation, ethnic origin, sexual orientation as well as independent of occupation type: for an indefinite period, temporarily, full time or part-time job being treated equally.</p> <p>Secondly: Regulations with regard to equality are fixed in the so-called antidiscrimination law (2010) about the implementation of certain regulations of the European Union in the field of the equality. The law does not only protect regular employees from discrimination at work but also those who are in the application process or take part in vocational education and training or further education as well as those who are engaged in the context of the contract orders and contracts of service with the employer.</p> <p>Further: The law about support of the occupation and labour market institutions (art. 8): "Information of the employer about a vacancy or a training vacancy may not make any discriminatory demands on the candidates regarding gender, age, handicap, race, nationality, conviction (primarily political or religious type) or due to trade-union affiliation."</p>
Austria	<p>GIBG (§§ 9 und 10) Job advertisement have to be published unbiasedly as to gender and minimum salary and any readiness for overpayment must be indicated.</p> <p>On request of the equal treatment, advocate 360 euros administration punishment.</p>
Sweden	<p>Discrimination Act: Employers should obey under the Discrimination Act for all unemployed regardless of sex. All unemployed should be able to apply for vacant positions. Therefore, an employer should not target only women or men in a job posting. However, the employer specifically encourages women and men to seek this post if there is a gender bias in the work.</p>

Question: What is the percentage of the interviewed SMEs that develop a precise job profile

before writing up the job advertisement?			
France	Germany	Austria	Sweden
80% (n=5)	75% (n=4)	100% (n=3)	100% (n=4)

Question: What is the percentage of the interviewed SMEs that when writing up job advertisements consider any requirements to avoid discrimination?			
France	Germany	Austria	Sweden
40% (n=5)	100% (n=4)	67% (n=3)	100% (n=4)

Question: If so, which legal requirements are considered?	
France	<ul style="list-style-type: none"> wage agreement and industry-specific agreement work civil code and the results of the (wage) negotiations to the topic legal regulations attention of the legal specifications to the avoidance of discrimination, however, there are no explicit internal guidelines going beyond it
Germany	<ul style="list-style-type: none"> equality of the applicants: no gender, no age specification, no nationality AGG and other laws requiring posting
Austria	<ul style="list-style-type: none"> equality law, collective agreement unbiased as to sex wording writing out recruitment advertisements gender neutrally as a legal specification
Sweden	<ul style="list-style-type: none"> Discrimination Act unbiased as to sex wording equality of the applicants: no gender, no age specification, no nationality

Question: What is the percentage of the interviewed SMEs that address women and men to apply for a job in their company in the same manner?			
France	Germany	Austria	Sweden
100% (n=5)	100% (n=4)	100% (n=3)	100% (n=4)

Question: If so, which means do they use to do so? (e. g. modes of flexible working hours)	
France	<ul style="list-style-type: none"> there are no particular instruments, such regulations are part of the corporate culture advertising for male dominated professions focused on women participation in fora, talks and events in schools, use of magazines suitable candidates are appealed to neutrally (without referring to the gender)

	<ul style="list-style-type: none"> everyone is recruited the same way working times are the same for everyone
Germany	<ul style="list-style-type: none"> flexible organisation of working time There are core working hours; for employees in the office flexible with consideration of personal requirements. In the warehouse management, a 3-shift business has to be ensured. Working hours of drivers are determined by the workload. No women apply for sewer cleaning vehicles. If the job as a professional driver is posted, there are also female applicants. Girls Day, Open Day Special work opportunities for women and men Welcome culture
Austria	<ul style="list-style-type: none"> Flexible working hours gender neutral job description simple possibility of taking time balancing individual circumstances are perceived It is normal to work part-time in the enterprise the enterprise bears actually the main load of the care exemptions because of a high proportion of women
Sweden	<ul style="list-style-type: none"> Advertisements contain invitation for the underrepresented sex to apply for better balance. Work descriptions are given as non-gendered (use of specific sex biased profession titles are avoided)

2.3 Selection Process

Question: What is the percentage of the interviewed SMEs that define criteria for recruitment before the selection process begins?			
France	Germany	Austria	Sweden
60% (n=5)	100% (n=4)	100% (n=3)	100% (n=4)

Question: Who takes part in their selection committees? (e. g. exclusively subject experts, inclusion of equal opportunity officers, personnel or employee representatives, equal distribution of men and women)	
France	<ul style="list-style-type: none"> Recruitments are carried out according to competence requirements and according to the expected competences and abilities. The works committee is not consulted and there is no end electoral commission either. there is no end electoral commission, the managing director decides In principle, HR manager writes the technical criteria of the job description. The top management accompanies the HR manager at the selection procedure; it decides about the recruitment and its conditions; regarding

	<p>also particularly the financial aspects (pay, and the like). All steps are supervised and implemented by the HR department.</p> <ul style="list-style-type: none"> • HR manager and production manager, decisions on sales representatives are taken by the managing director and HR manager unanimously • There is no end electoral commission, the criteria of the recruitment are fixed in the wage agreement for qualified employees, and the management decides the remaining questions.
Germany	<ul style="list-style-type: none"> • Criteria are defined by case to case to take into account the technical differences. • In the past, the share of the women was much higher. They were qualified also better. This is a consequence of the demography development. There are much less applications of women. Now out of six trainees there is only one female trainee. • Managing director, logistics manager or stock manager (all male) with the HR manager (female). • production: managing director and production manager business administration: managing director and HR manager trainees: instructor and HR manager no works committee or a business agent • managing director and executive level
Austria	<ul style="list-style-type: none"> • per workplace a commission is put together; in front of the hearing there are to answer written tasks, this takes pressure and enables a better comparability • managing director and employees from the respective area • managing director and team leader
Sweden	<p>Recruitment is performed in several stages:</p> <ul style="list-style-type: none"> • Manager and HR-representative plan the recruitment, and consider the sex, age and ethnic balance in the working place. Criteria are set up, and among the applicants who meet demands, first selection is made to provide a balanced workforce with the new recruit. • The job applicant meets manager and union representatives in the first interview. • This is often followed up with a hearing with the colleagues from the working place.

3 CAREER MODELS

These days' employees have higher demands of their potential future employers, which exceed monetary incentives. One appeal is individually customized career models for employees. These are often defined as a part of the long-term personnel planning and can be critical to staff retention and recruitment of junior staff. In this topic area, we aim at analysing different career models in our partner countries and at developing suggestions for the participating companies.

3.1 Women in Leadership Positions

This section addresses statistical analysis of women in leadership positions across countries. In addition, we attend to analyse specific characteristics of the business, such as the business' size or the kind of industry.

The objects of study are the following leadership positions:

- Managing Director (MD)
- 1. Management level below the Managing Director (MD-1)
- 2. Management level below the Managing Director (MD-2)
- 3. Management level below the Managing Director (MD-3)

Question: What is the percentage of		France	Germany	Poland	Sweden	Austria
female Managing Directors in large companies? (≥ 250 employees)		19.2 %	5.2 %	8.0 %	9.43 %	5,1 %
supervisory board positions in corporations held by women?		24.3 %	24.6 %	13.2 %	20.0 %	9,4 %
female Managing Directors in small and medium-sized enterprises? (< 250 employees)		39.2 %	30.4 %	32.5 %	18.0 %	
first management level (MD-1) positions of small and medium-sized companies held by women? (< 250 employees)			31.5 %		26.0 %	
second management level (MD-2) positions of small and medium-sized companies held by women? (< 250 employees)			37.9 % ¹			
third management level (MD-3) positions of small and medium-sized companies held by women? (< 250 employees)						
female Managing Directors in these companies in the following sectors?	Service	19.8 %				5.6 %
	Industry	12.8 %			26.0 %	
	Skilled Craft	7.2 %				
organisation functions held by women?			30.1 %			

¹ This data does not only include small- and medium-sized enterprises, but all companies no matter what size.

If no reliable/representative statistical data within the area of “women in leadership positions” are available, you can give a rough estimate to answer the questions above. Please focus on the situation in small and medium-sized enterprises.

Germany	The situation of SMEs is much better than the situation of bigger companies.
Poland	<p>Women in leading positions in enterprises in Poland: On average 10.5 per cent.</p> <p>After the study "Women at the top" of Spencer Stuart:</p> <ul style="list-style-type: none"> – 4% of the women are chairmen of the management – 6.8% have high leading positions in the management – 10.3% have high leading positions but not in the management <p>The differences in the participation of women and men in the management of the highest level in Poland correspond to the EU average. Women are in the hierarchy of the leading positions on a lower position mostly.</p> <p>State in November 2012: 17 enterprise with a state participation, quoted companies (GWP in Warsaw): Women in the supervisory board: 17.5%, members of the management: 11.4%.</p>
Austria	<p>Especially in SMEs, it often turns out that women do not come in leading positions because of their choice of occupation, since young women still too often decide in favour of administrative professions or in favour of the sale.</p> <p>Unfortunately, professional education for women in technical professions is still under represented.</p> <p>If the technical education is available, often the readiness to work full time is missing, since children still need support. Executive duties often are not offered in part-time variants only in small enterprises, however.</p> <p>Even with women who have a good technical education it turns out after longer family phases that they are then no longer ready to return to the traditional job but look for an activity into "softer" areas, like social affairs or alternative health service. Often with the legitimate hope to find more compatibility of job and private life.</p>

Question: What is the percentage of the interviewed SMEs that have a woman as Managing Director in their company?

France	Germany	Austria	Sweden
20% (n=5)	25% (n=4)	0% (n=3)	38% (n=4)

Question: What is the average percentage of women in positions on the first management level in the interviewed SMEs? (MD-1)

France	Germany	Austria	Sweden
40% (n=4)	21% (n=3)	37% (n=3)	53% (n=4)

Question: What is the average percentage of women in positions on the second management level in the interviewed SMEs? (MD-2)

France	Germany	Austria	Sweden
n.a.	29% (n=1)	15% (n=2)	57% (n=4)

Question: What is the average percentage of women in staff unit positions in the interviewed SMEs?

France	Germany	Austria	Sweden
40% (n=1)	100% (n=1)	70% (n=1)	41% (n=4)

3.2 Quota of Women

Question: Is there a voluntary or even mandatory quota of women in companies or organizations in the private sector in your country?

France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no

Question: If yes, what is the quota?

France	Minimum of 40 % for each gender
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Question: Are there any limitations to this regulation (for example with respect to the company's size or its corporate form)?

France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no				

If there is a quota for women in **SMEs** in your country, please briefly describe the form of obligation (voluntary/mandatory) and its restrictions. Subsequently, briefly analyse how the quota is implemented and what consequences it has for the affected businesses. (250 words maximum) If a quota for women only exists in large businesses, please mention this below without giving a detailed description.

France	<p>There is a law on quota of women for companies which are on the stock exchange market or which have over 500 employees during at least 3 years and have at least 50M euros of turnover :</p> <p>These companies have to dedicate at least 40% of the managing board positions for each gender. For example: if there are more women than men on managing board positions, there must be at least 40% of men on managing board positions and inversely.</p>
Germany	<p>Printed matter 636/14</p> <ul style="list-style-type: none"> on December 11th, 2014 was a quota for women decided and a law regarding this passed by the German Federal Cabinet. (valid as of 2016) content:

	<ol style="list-style-type: none"> 1. Listed and fully obliged to a participation in the management enterprises must keep a quota of 30 per cent for all supervisory board positions who have to be filled as of 2016. The chairs provided for the under-represented sex remain empty if this is not reached. Well 100 enterprises are included by this regulation. 2. Listed or fully obliged to a participation in the management enterprises have to decide themselves about (flexible) quotas for women in the executive board, supervisory board and in upper and middle management until middle 2015 and report about the progress. This regulation concerns approximately 3.500 enterprises. 3. There will be corresponding regulations also for the public service of the federation: Altogether, the federal administration is obliged to set itself concrete targets for the rise of the women or man share for every executive level. As of 2016, moreover, a quota of 30 per cent also applies to the occupation of supervisory board committees where the federation can participate. As of 2018, this quota shall increase to 50 per cent.
Poland	<p>In Poland exists a quota for women only in elections (30/70), not in the economy. The same number of men and women in leading positions is a rareness in Polish enterprises.</p> <p>The Polish ministry for economics encourages enterprises to send more women in supervisory boards and to introduce quotas for women. The discussion about it is beginning now. Exceptions: Small and medium-sized enterprises, (i.e. less than 250 employees and annual turnover up to 50 million EUR or annual balance up to 43 million EUR).</p> <p>Diversity management is not a common practice in Polish enterprises yet. Diversity barometer for 2013 (editors: Employer organisation of PKPP "Lewiatan") shows that only 21% of Polish enterprises use some solutions for the diversity management at work. In most cases these are large-scale enterprises (28%), rarely SMEs (20%). In 17% of the questioned enterprises components of diversity management are in the ethic codex or other strategic documents. Only 2% enterprises have a separate document to diversity management strategy.</p> <p>Only 7% of the Polish enterprises supervise wage differentials between men and women.</p>

3.3 Alternative Career Paths

Most career paths are linearly organized. In many cases, they correspond with the length of employment in the company and usually yield new job titles, pay raise, managerial authority, and budget responsibility. In many small and medium-sized enterprises, however, linear career paths do not coincide with personnel structure. In addition, these businesses are often characterized by highly specialized technical or contract-based work. In this topic area, our aim is to analyse alternative career paths or models in the participating countries.

Are such career paths common in your country? If there are other alternative career paths, please indicate and briefly describe them below.

	France	Germany	Poland	Sweden	Austria
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Management career (linear career path)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Professional career	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Project career	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Board career	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Self-employment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> ²	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Question: What is the percentage of the interviewed SMEs that consider alternative career paths such as project or professional careers?

France	Germany	Austria	Sweden
33% (n=3)	50% (n=4)	50% (n=2)	100% (n=4)

Question: If so, what do they look like?

France	<ul style="list-style-type: none"> It is the operation of an employer association that the employees can do several jobs, get such a broad qualification, and develop many competences. Special careers are the rule. As of a certain standard suitable employees can leave the (technical) special function to take over management tasks.
Germany	<ul style="list-style-type: none"> There are specialists with larger salary and longer periods of notice. Quality assurance representative (female); Marketing (female), stock manager, who is also for a practical vocational training (IHK), responsible Project careers (master training to become an instructor)
Sweden	<ul style="list-style-type: none"> The standard procedure for the employed person's career development is monitored through scheduled yearly "development dialogues" with their closest manager. The objective is to find the optimal way for the individual to unfold and expand her/his potential. All employees also get a dialogue on salary, which is linked to performance against the goals of the company and the employee; this is also on yearly basis.

3.4 Criteria for the Promotion or Career Development

Question: What is the percentage of the interviewed SMEs that have objective criteria for promotion or career development in their company?

² Poland has Europe-wide the highest share of female employers: they are owners of 35% of Polish enterprises (mostly micro, small and medium-size enterprises.)

France	Germany	Austria	Sweden
60% (n=5)	25% (n=4)	100% (n=2)	100% (n=4)

Question: If so, what do they look like?	
France	<ul style="list-style-type: none"> • job and the task appropriate payment, independent of the gender • Essentially career development proceeds according to the individual ability and commitment, which manifests itself in the work routine. Already in the recruitment process is taken care very exactly that the candidates really suit. • there is a so-called "plan de Polyvalence" for interdisciplinary technical knowledge, which is also important in the context of the ISO certification (case-baking solutions) • the wage agreement is the only reference
Germany	<ul style="list-style-type: none"> • Department make a performance evaluation without using criteria for it. The professional experience is, however, a criterion. • assessment with job profiles • request specific promotion • Instead of objective criteria, it is decided in accordance with seniority, loyalty and success (not on a basis of an agreement on objectives).
Austria	<ul style="list-style-type: none"> • Diversity is respected consciously (gender ages, countries of origin etc.). • support by enterprises to pass the examination for master craftsman's diploma
Sweden	<ul style="list-style-type: none"> • The scheduled yearly "development dialogues" between manager and employee take departure in clear criteria of the company's demand for the profession. These goals are compared to the goals of the employee, and salaries are set against the fulfilment of goals.

Question: Possibly inquiry of the interviewer: What is the percentage of the interviewed SMEs that consider the length of professional experience a criterion for promotion and career development?			
France	Germany	Austria	Sweden
80% (n=5)	100% (n=4)	100% (n=3)	n. a.

Question: If so, what is the percentage of the interviewed SMEs that exclude educational or other kinds of leave in the number of years?			
France	Germany	Austria	Sweden
60% (n=5)	0% (n=4)	17% (n=0)	n. a.

Question: What is the percentage of the interviewed SMEs that let promotions in their company be negotiated individually?			
France	Germany	Austria	Sweden
40% (n=5)	100% (n=4)	100% (n=3)	100 % (n=4)

Question: What is the percentage of the interviewed SMEs that arrange meetings for agreements on objectives in their company?			
France	Germany	Austria	Sweden
25% (n=4)	50% (n=4)	100% (n=3)	100 % (n=4)

Question: What is the percentage of the interviewed SMEs that evaluate/analyse leadership in their company?			
France	Germany	Austria	Sweden
50% (n=4)	75% (n=4)	0% (n=3)	100 % (n=4)

4 CORPORATE CULTURE

4.1 Corporate Culture, Mission Statement and Strategic Objectives

One core goal of the SWOPS project is to create a corporate culture that promotes equality in the participating SMEs. To this end, we would like to identify criteria that support activity, which reinforces gender equality, and influence structural change in the corporate culture. These measures can be mandatory by law, but also voluntary initiatives.

In this section we aim at identifying whether equal opportunities and employee-focused aspects (row) are rooted in the company's corporate culture, mission statement, mission and vision, and/or strategic objectives (column). Please give the **percentage** of the interviewed SMEs that ticked the relevant box.

France	Corporate Culture	Mission Statement	Mission and Vision	Strategic Objectives
Employee-oriented Leadership	60% (n=5)	20% (n=5)	20% (n=5)	40% (n=5)
Equal Opportunities	60% (n=5)	60% (n=5)	20% (n=5)	20% (n=5)
Career Development	40% (n=5)	20% (n=5)	20% (n=5)	40% (n=5)
Consideration of Social Issues	60% (n=5)	20% (n=5)	20% (n=5)	20% (n=5)
Gender-Sensitive Work Place Design	60% (n=5)	60% (n=5)	40% (n=5)	40% (n=5)

Germany	Corporate Culture	Mission Statement	Mission and Vision	Strategic Objectives
Employee-oriented Leadership	75% (n=4)	50% (n=4)	0% (n=4)	75% (n=4)
Equal Opportunities	75% (n=4)	25% (n=4)	25% (n=4)	25% (n=4)
Career Development	25% (n=4)	25% (n=4)	0% (n=4)	25% (n=4)
Consideration of Social Issues	25% (n=4)	50% (n=4)	0% (n=4)	50% (n=4)
Gender-Sensitive Work Place Design	50% (n=4)	0% (n=4)	0% (n=4)	0% (n=4)

Austria	Corporate Culture	Mission Statement	Mission and Vision	Strategic Objectives
Employee-oriented Leadership	100% (n=3)	33% (n=3)	33% (n=3)	0% (n=3)
Equal Opportunities	67% (n=3)	33% (n=3)	33% (n=3)	33% (n=3)
Career Development	0% (n=3)	0% (n=3)	0% (n=3)	0% (n=3)
Consideration of Social Issues	100% (n=3)	67% (n=3)	33% (n=3)	67% (n=3)
Gender-Sensitive Work Place Design	33% (n=3)	0% (n=3)	0% (n=3)	33% (n=3)

Sweden	Corporate Culture	Mission Statement	Mission and Vision	Strategic Objectives
Employee-oriented Leadership	100% (n=4)	0% (n=1)	100% (n=4)	100% (n=4)
Equal Opportunities	100% (n=4)	0% (n=1)	100% (n=4)	75% (n=4)
Career Development	100% (n=4)	0% (n=1)	100% (n=4)	75% (n=4)
Consideration of Social Issues	100% (n=4)	0% (n=1)	75% (n=4)	75% (n=4)
Gender-Sensitive Work Place Design	75% (n=4)	0% (n=1)	0% (n=4)	100% (n=4)

4.2 Audits, Self-commitment, Awards

Many companies and organizations consciously or subconsciously include their values and visions into their work. More and more awards are allocated to businesses nowadays in order to value their corporate culture or its individual components (e.g. work and life balance) and to reward them for their success within these fields. This is predominantly an opportunity for businesses to distinguish themselves, but it enhances its appeal as an employer at the same time.

Which kinds of audits, self-commitment, and awards that address gender equality does your country provide? Please briefly describe the content and the respective procedures and mention the awarding organization as well as the number of businesses that have previously engaged in these activities in the table below.

Country	Name of the Award	Content & Procedures	No. Awarded
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Country	Name of the Award	Content & Procedures	No. Awarded
France	Label on gender equity	<ul style="list-style-type: none"> – Actions led in the company for gender equity – Human resources and management – Help for employees when they are parent <p>Companies which have this label are members of the “Club of the equity label”</p>	54 for more than 750.000 employees
	Apec trophies' for gender equity	<p>The association for executive's employment organizes since 2011 a ceremony where 22 ideas or projects for professional gender equality are rewarded. The trophies are given to the companies, which initiated the winner project.</p> <p>The rewards are divided by categories like “Big Apec's trophy”, “Large companies”, “SMEs”, “Public organizations”, or else “Entrepreneurship”.</p> <p>The aim of these trophies is to show that every worker in each company can help gender equality rising not only in his/her company but also in the whole professional sphere.</p>	27
Germany	Diversity Charter	<ul style="list-style-type: none"> – awarding organisation: Charta der Vielfalt e.V. – enterprise initiative for the promotion of diversity in enterprises – organisations shall create a work environment, which is free of prejudices. All employees shall learn esteem independently of gender, nationality, ethnic origin, religion or philosophy of life, handicap, old, sexual orientation and identity. – Self obligation by signature 	1937
	Audit beruf undfamilie	<ul style="list-style-type: none"> – awarding organisation: audit berufundfamilie GmbH – for a family-conscious personnel policy – subdivided into several action fields: Working time, place of work, labour organization, information and communication, leadership, HR, salary structure, services for families – several stages of the auditing, incl. re audit 	1128
	“Deutschlands beste Arbeitgeber”	<ul style="list-style-type: none"> – awarding organisation: Great Place to Work – bases of the "Great Place to Work" model are: reliability, respect, fairness, pride, team spirit – simultaneous benchmarking study – competition in several categories 	100 every 2 years

Country	Name of the Award	Content & Procedures	No. Awarded
	INQA-Audit Zukun- ftsfähige Unterneh- menskultur	<ul style="list-style-type: none"> awarding organisation: INQA, Great Place to Work, Bertelsmann Stiftung, Demographie Netzwerk dnn criteria of the certification: personnel management, equal opportunities/diversity, health, knowledge & competence Several stages of the auditing, incl. re audit 	7
	Qualitäts- siegel „Familien- freun- dlicher Arbeit- geber“	<ul style="list-style-type: none"> awarding organisation: Bertelsmann Stiftung examination, assessment and award of family conscious personnel policy interview of all employees the test procedure is suited also for smaller and medium size companies by a graded pricing depending on enterprise size (entry price 980 €) 	
Poland	Firma Przyjazna Kobietym	Competition "Women friendly company" : Equal opportunities of women and men on the labour market and fighting stereotypes with respect to the occupation of women; support and promote initiatives to distribution and durability of this model into business methods	since 2104, 80 com- panies
	Firma Przyjazna Mamie	Competition „pro-woman company“ : Support of the mothers to realize the comparability of work and private lives. Enterprises which respect not only the rights of the working mothers but also build up support for the compability of the role as mother and employee are honoured	VII awards until 2011, no further infor- mation
	Firma Przyjazna Rodzicom	Competition „family-oriented company“ in the context of the project "family and career" of the European Union (ESF priority I. occupation and social integration, 1.5 supporting solutions for consistency of work and family lifes) tender by the ministry labour and social policy in 01/2014	
	Firma Przyjazna Ojcom	Competition „pro-father company“ is addressed to employers who support the integration of the fathers in parent time. Goal of the competition is to encourage male employees to be aware of family duties particularly of the bringing up of children more strongly. So they shall take "paternity holiday" among others and also take on the care of ill children. tender by the ministry labour and social policy in 2013	

Country	Name of the Award	Content & Procedures	No. Awarded
	Dobry Klimat dla Rodziny	<p>Competition „Good climate for families“ is aimed at employers in the public and private sector and non-governmental organisations into 3 categories (depending on number of persons employed in the enterprise: to 49, 50-249, 250 and more persons). The competition shall among others promote the role of the father in the education of the children, parent holiday for men, support of the return after a parent holiday as well as demonstrate the putting into action of the parent friendly solutions approved methods of Polish enterprises and institutions.</p> <p>since 2014</p>	
Austria	Audit Frauen- und familienfreundliche Betriebe	<p>A possibility for dedicated enterprises to get certified.</p> <p>Good manual for companies to diversity and promotion of women with a great attention on work life balance activities</p> <p>since the Nineties www.familieundberuf.at</p>	
	Staatspreis für familienfreundlichstes Unternehmen	<p>awarding organisation: Familienministerium</p> <p>www.akwien.at</p>	
	Qualitätssiegel für Soziale Integrationsunternehmen	<p>An EFQM based quality management method which puts great attention on gender topics.</p> <p>www.quality-austria.at</p>	
	examples for woman promoting - plans	<p>awarding organisation: Arbeiterkammer und Frauenministerium</p>	
Sweden	Future Woman leaders	<p>For nine years in a row, the Award presents a list of Future Women Leaders – a list of 75 influential women leaders under age of 36.</p> <p>The aim is to highlight and expose young female managers.</p> <p>Consist of both employee and managing directors</p>	<p>92 000 members</p> <p>20 sectors</p>

Country	Name of the Award	Content & Procedures	No. Awarded
	Beautiful Business Award	<p>Beautiful Business Award 2013 is a national competition that highlights entrepreneurial women as role models. Organizers are PwC, Tillväxtverket and network Driftig.nu.</p> <p>The competition shall appoint Entrepreneur of the year, Application developer of the Year, and Newcomer of the Year. In addition to the honor, the winner gets 50 000 SEK for marketing space and consulting hours.</p> <p>Beautiful Business Award is promoting entrepreneurship based on innovation, sustainability and growth ambitions. It's business considering that inspires others.</p>	
	Equality award in the sector of Industry	<p>The award was established in 2011. The purpose of the award is to disseminate information on new approaches and best practices that can inspire more companies to develop work on gender equality. It is hoped that the award will lead to increased gender equality in the industry and that more women will be promoted to leadership positions. Swedish Engineers - which is one of the parties behind the prize - also believes that equality enterprises contribute to more creative environments, which in turn leads to increased profitability.</p>	17

Question: What is the percentage of the interviewed SMEs that participate in an audit, have they obliged to a commitment, or taken part in an award competition as part of its corporate culture?

France	Germany	Austria	Sweden
0% (n=5)	100% (n=4)	100% (n=3)	25% (n=4)

Question: If so, in which ones?

France	<ul style="list-style-type: none"> ISO 9001 	
Germany	<ul style="list-style-type: none"> Mendelson-Medallie (for exemplary engagement in the area of Corporate Social Responsibility - CSR) TOP-100-Unternehmen – 100 most innovative middle class enterprises IFS-Certificate Food safety, incl. entrepreneurial responsibility vocational training award 2013 Qualitätsauszeichnung Berlin Brandenburg nominated for the “großen Preis des Mittelstandes” ISO 9001 	
Austria	<ul style="list-style-type: none"> Gütesiegel SIU 	

	<ul style="list-style-type: none"> • Ökoprofit • Agenda 21 Preis • Klimaschutzpreis • Frauen- und Familien freundlicher Betrieb • Betriebliche Gesundheitsförderung • Ideen gegen Armut • Klimaschutzpreis • Energy globe Award
Sweden	<ul style="list-style-type: none"> • ISO 9001

4.3 Information Requirements

This section examines whether and if so, which obligations businesses have with regard to providing information on gender equality. Do the following information requirements exist in your country? Please also list any additional information requirements in your country.

	France	Germany	Poland	Sweden	Austria
Information requirement and public display of laws	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Training about these topics for employees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Liability by signature on part of the employer and/or the employee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equality plan and/or survey	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Please describe specific information requirements in your country, including the potential consequences and/or penalties for violation.

France	<p>For the companies which have 50 employees or more : These companies have to conclude a collective agreement at least on two (< 300 employees) or on three (>= 300 employees) of these topics :</p> <ul style="list-style-type: none"> - Professional life and family responsibilities - Working conditions - Hiring - Education - Training - Professional promotion - Remuneration <p>If a company does not respect this obligation of an agreement, the financial penalties can reach 1% of the payroll.</p> <p>The negotiation has to be done at the company level (and not at the</p>
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	mother company if so)
Germany	<ul style="list-style-type: none"> – laws requiring posting mandatorily are the followings: general equal treatment law (AGG), industrial tribunal law (ArbGG) and wage-hour law (ArbZG.) – laws requiring posting conditionally with reference to equality: mother protection law (MuSchG), maternity regulations and parental leave allowance ordinance (MuSchEltZV.) – those who do not comply with this duty risks a fine of up to 2.500 euro. – works constitution act (BetrVG): right on setting up a works committee (in 27% of the enterprises); participation rights in social and personnel questions, comprehensive rights of information. The injury of the obligation to disclose information by the employer is an infringement in certain cases, this can be punished with a fine up to 10.000 €, § 121 BetrVG – members of the works committee are authorized to go to trainings to co-determination regulations topics
Poland	In Poland, enterprises do not have any obligation to disclose information to the equality topic.
Austria	Salaries must be disclosed in enterprises with more than 150 employees, but employees are obliged not to disclose confidential information.
Sweden	<p>The Discrimination Act requires that all employers with at least 25 employees shall establish an equality plan every three years. Equality Ombudsman, is the regulatory authority, which means that the EO can check that employers follow discrimination Act. If an employer does not have equality plan, the employer may be sentenced to pay a fine.</p> <p>The Discrimination Act requires that employers in addition do a survey of equal salary. The survey should be a ground to draw up an action plan for equal pay.</p> <p>An equality plan is a plan of action to promote equal opportunities for women and men in the workplace. The goal is to increase equality in working life.</p> <p>Women are paid less than men for the same job, women work more part-time and have temporary positions, it is more common that men have managerial positions. Equality plan counteract differences between women and men in the labour market.</p>

Question: What information requirements do the interviewed SMEs comply with in relation to gender equality? (e.g. public display of gender equality related laws)	
France	<ul style="list-style-type: none"> • same information possibilities for all (1x) • public postings in the lobby, written information • compliance with appropriate legal regulations, particularly the French industrial law • the legal specified duties for job advertisements (staff recruit-

	<ul style="list-style-type: none"> ment advisers take responsibility) is predominantly perceived by the works committee or by the committee for hygiene, labour safety and working conditions?
Germany	<ul style="list-style-type: none"> public display of gender equality related laws (4x) (laws requiring posting) – office, internal drive documented procedure (2x) AGG and other laws requiring posting are available in printed versions
Austria	<ul style="list-style-type: none"> public display of gender equality related laws (1x) – office, internal drive
Sweden	<ul style="list-style-type: none"> The company equality plan, as a plan of action to promote equal opportunities for women and men in the workplace, is communicated in the company at all levels.

4.4 Measures of Work-Life Balance in Companies

The term work-life balance describes a situation in which a person's work life and her private life are in harmony with each other. A business's personnel policy with focus on work-life balance can be a competitive advantage on the job market. It can help with the recruitment and motivation of employees and the reduction of frequent staff turnover.

Which kinds of measures to enhance work-life balance exist in your country?

	France	Germany	Poland	Sweden	Austria
Operational health management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shared leadership	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VAB (Care of a sick child) – paid until the child is 12 years old	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wellness (e.g. massages)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Additional health care (e.g. for pregnant women and mothers of toddlers)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Educational training and language courses	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Training on health management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Question: What is the percentage of the interviewed SMEs that have established measures of work-life balance in their company? (e.g. occupational health management programs)

France	Germany	Austria	Sweden
40% (n=5)	75% (n=4)	67% (n=3)	100% (n=4)

Question: If so, which ones?	
France	<ul style="list-style-type: none"> • it is picked out as a theme during the interview • there are no general rules, variable working times are possible, all wishes are usually taken into account • there is no defined measures but a dialog • permanent dialog with employees with children: illnesses, problems in the schools ... • limitation of the travel-times between two construction sites for employees with children • special work trousers (also for pregnant women) • the work in AG Association takes into consideration personal priorities generally • in the individual case flexitime (flexible working hours) • every two years work medical examinations for all employees • possibilities for personal contacts under the colleagues is promoted both during and after work • If employees have problems, we help from case to case (e.g. interest-free loans, administrative help etc.) to support the employees in difficult situations and bind them. • There is nothing at all in this direction. An examination of the works committee and of experts is in way (the work doctor and others). At present, the questions are negotiated with the GF.
Germany	<ul style="list-style-type: none"> • operational health management with an annual health programme • Since 2 years, each employee can use a health bonus for massages and program of back exercises. Consequence: the number of sick persons has dropped from 5% to 3.5-4 %. • 1 x in the year in-house doctor • ergonomics • employees can select chairs and tables by themselves • occupational health and safety training • 12 days flexitime from overtime possible • flexible working times • working time compensation possible (working time flexible in the context of the core time) • healthy work climate, prevention of bullying at work • drinks • Company celebrations as a family event.

Austria	<ul style="list-style-type: none"> • job evaluation • flexible working times • company health management is delegated • company health management • sufficient breaks • possibility to work part-time • possibility of taking time balancing easily • internal meeting culture • possibility to work part-time during studies or support duties • at necessity and possibility worktime transfer
Sweden	<ul style="list-style-type: none"> • Wellness Money • Custom work and environmental thinking • Job rotation • Flexible working • Common activities, personal development, lectures • Health checks • The accident - and health insurance • Development / reconciliation talks

4.5 Meeting Culture

This section focuses on the meeting schedules and whether all employees' specific needs are taken into account when meetings are organized. For instance, are mothers and fathers, who need to leave the office in the afternoon to pick up their children, able to participate in team meetings.

Question: What is the percentage of the interviewed SMEs that have any specific regulations with regard to the scheduling of meetings in their company?			
France	Germany	Austria	Sweden
80% (n=5)	100% (n=4)	100% (n=3)	100% (n=4)

4.6 Communication Structures

Question: What is the percentage of the interviewed SMEs that have a contact person in case gender-related questions or problems occur? (e.g. discrimination, obstacles in the communication between male and female employees, sexual harassment)			
France	Germany	Austria	Sweden
80% (n=5)	75% (n=4)	33% (n=3)	100% (n=4)

Question: What is the percentage of the interviewed SMEs in which all employees know this contact?			
France	Germany	Austria	Sweden
80% (n=5)	75% (n=4)	50% (n=2)	100% (n=4)

Question: If so, what are this person's responsibilities?	
France	<ul style="list-style-type: none"> • The staff representative is contact person but there is no particular attention with respect to gender issues, on discrimination and bullying at work. • there is a work psychologist well-known to everyone in the enterprise • Delegates are chosen from the staff. They have particularly a mediator function between staff and management. • managing director and HR manager • the care manager is the first contact person or the HR manager
Germany	<ul style="list-style-type: none"> • Four ombudspersons who were trained by a psychologist. • bullying at work, discrimination at work also for men • 3 contact persons for all problems
Austria	<ul style="list-style-type: none"> • compliance with the legal framework conditions • appeals board • managing director lives a policy of the open office door
Sweden	<ul style="list-style-type: none"> • Together with other members of the board work for a representation which reflects operations and activities that are permeated by a gender and equality view • along with the rest of the Board to issue an annual activity plan for gender equality • increase knowledge and understanding among elected officials and employees on the importance the work focused on gender equality • Disseminate and communicate the values and common positions • Creating networks with equality officers in different sections • Be supportive and advisory on gender issues • Disclose different tools and methods to actively work on gender equality • Have an overview of the gender equality work undertaken within the remit • Work actively and systematically with questions of values and attitudes

4.7 Employee Retention Programs

Question: What is the percentage of the interviewed SMEs that offer any specific employee retention programs?			
France	Germany	Austria	Sweden
60% (n=5)	75% (n=4)	67% (n=3)	100% (n=4)

Question: If so, what do they look like?	
France	<ul style="list-style-type: none"> • seniority boni • over-agreed payment • binding of employees by a corresponding payment and by various different valuable advantages and leisure and sports opportunities as well as by a good working atmosphere • Partnerships with basketball and rugby organizations. Over corresponding subscriptions the employees can attend games once the week
Germany	<ul style="list-style-type: none"> • support of the professional development/development of the career inclusively studies • qualifications with the perspective of new positions • specific functions, larger salary, longer periods of notice • company retirement provision (direct insurance.) • consideration for individual conditions • day-care subvention
Austria	<ul style="list-style-type: none"> • they treat the employees good, there almost is too little fluctuation • because of the highly specialized professions the companies do not have a lot of con-suppliers, therefore there is hardly a staff turnover • treating people quite normally well • good exchange of experience and good networking culture • intensive training period (6 to 18 months), both sides then know, whether one matches to each other
Sweden	<ul style="list-style-type: none"> • extra wages for those who stay on their jobs • government support by lower employers taxes for people over 65 years

4.8 Raising Awareness for Gender Equality

Question: What is the percentage of the interviewed SMEs whose managers are trained to

sensibly deal with the topic of gender equality?			
France	Germany	Austria	Sweden
20% (n=5)	75% (n=4)	67% (n=3)	100% (n=4)

Question: If so, what measures help raising awareness for these issues? (e.g. special and frequently scheduled training, integration of gender equality in staff meetings with the executives)	
France	<ul style="list-style-type: none"> • at present the company has no knowledge of any discrimination, the corporate management therefore is not sensitized for this • despite our openness for "diversity" the question of equality has not played a significant role till now • predominating by the works committee work • there are no special trainings neither for the executive personnel nor for the voted representatives • the topic comes onto the agenda every year again, there is no formal evaluation.
Germany	<ul style="list-style-type: none"> • Is part of the corporate culture • pure "male" departments are opened up for women intentionally • personal development talks with the 1st executive level • interesting women for technical professions by participation in projects • There is no training and no discussion to the topic required. However, it is necessary to discuss the framework conditions for the occupation of women in the commercial area. • There is no sensitization for the topic equality. However, the executives go into the needs of the employees.
Austria	<ul style="list-style-type: none"> • special education in diversity management • diversity concept • almost generally gender sensitive language in the enterprise
Sweden	<ul style="list-style-type: none"> • Equal opportunity issues are mandatory part of management training • The company equality plan promote equal opportunities for women and men in the workplace. • Some companies give full bonuses only to those managers who have taken active equal opportunity measures in their leadership

Question: What is the percentage of the interviewed SMEs that evaluate these measures on a regular basis?

France	Germany	Austria	Sweden
20% (33% (n=3)	50% (n=2)	100% (n=4)

5 MODELS FOR EMPLOYMENT AND WORKING HOURS

There is an increased need for flexible working hours and employment models induced by parental leave or special care leave, but also by voluntary work and the wish for external training. Here, we would like to identify different models in France, Austria, Sweden, and Germany in order to apply these experiences to advice small and medium-sized enterprises (SMEs), if applicable.

5.1 Employment Models

Employment models include for example: full-time and part-time jobs, freelance work, student assistance, internships, mini- or respectively midi-job (minor employment), and temporary contracts.

What kind of employment models exist in your country?

This subsection does not purport to be complete. Its goal is to identify different employment models within the four participating countries. Please briefly explain any additional models you included in the list.

	France	Germany	Poland	Sweden	Austria
Part-time employment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Freelance work	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student assistance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Internship	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Mini-job	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Midi-job ³	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Temporary contracts	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Self-employment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Intermittent work (for artists)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apprenticeship	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

5.2 Temporary Contracts

Question: What is the percentage of ... with temporary contracts?					
	France	Germany	Poland	Austria	Sweden
Women	11.6 %	13.6 %	60.0 %	n.a.	21.0 %
Men	8.0 %	13.4 %	55.0 %	n.a.	7.5 %

³ In Germany, a job is called a midi-job when it is subject to social insurance contributions, although it is based on relatively low pay.

Question: What is the average percentage of ... with a temporary contract in the interviewed SMEs?				
	France	Germany	Austria	Sweden
Women	13% (n=5)	20% (n=4)	10% (n=3)	0% (n=1)
Men	17% (n=5)	32% (n=4)	17% (n=3)	3% (n=1)

5.3 Part-time Jobs

Question: What is the percentage of ... employed part-time?				
	France	Germany	Austria	Sweden
Women	37.0 %	35.0 %	12.6 %	30.0 %
Men	16.3 %	6.0 %	5.0 %	11.0 %

Question: What is the average percentage of ... who are employed part-time in the interviewed SMEs?				
	France	Germany	Austria	Sweden
Women	7% (n=5)	34% (n=4)	40% (n=3)	39% (n=1)
Men	2% (n=5)	22% (n=4)	5% (n=3)	13% (n=1)

Question: On average, how many hours do ..., who are employed part-time, work in the interviewed SMEs?				
	France	Germany	Austria	Sweden
Women	24 h (n=3)	27 h (n=4)	23 h (n=3)	27 h (n=1)
Men	32 h (n=1)	23 h (n=4)	33 h (n=3)	24 h (n=1)

5.4 Legal Framework: Working Hours

Flexible working hours distinguish from normal or obligatory working hours in terms of the location and amount worked on a daily, weekly, monthly, or other basis. Among other things, these include flexitime, trust-based working hours, or home office.

Question: Has your country passed one or more laws on working hours?				
France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

Question: If so, how is this law called?				
France	Germany	Poland	Sweden	Austria
Aubry's Law II	Working Hours Act (ArbZG)	Labour Act [Kodeks pracy]	Working Hours Act	Working Hours Act

Question: Do EU regulations help with the implementation of the national regulations on working hours?				
France	Germany	Poland	Sweden	Austria
<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

If there is a law on working hours, please explain the focus of the law. Please address different models of flexible working hours, in particular. If applicable, please analyse how the EU could support small and medium-sized enterprises in implementing working hour's arrangements.

France	<p>The "legal" weekly working hours is set at 35 hours in France (or the annually equivalent). An employee can work less or more but cannot work more than 10 hours a day or 48 hours a week.</p> <p>If someone work more than 35 hours a week, the next worked hours are called "complementary hours". The complementary hours' remuneration for the employee is increased by 0.25%. These hours with the increase of 0.25% can be given to the employee on his salary or can be given in a time account for holidays. The annually limit of complementary hours is set to 220 hours.</p> <p>Concerning the obligatory working hours: it depends to the employer to set the hours when the employees must work. Most of companies set the official working hours between 9am and 5pm but most of employees can work before 9am and leave before 5pm or work after 9am and leave after 5pm if the legal working of 35 hours a week is respected.</p> <p>Another model exist for working hours. It is called "Day package" ("forfeit jour"). This package is used most of time for the executive officers (or autonomous employees) who are working much more than 35 hours a week. This day package allow the employee to work when he wants (obviously with the agreement of his employer). He has no obligatory working hours but he cannot work more than 218 days a year.</p> <p>Finally, the "part time contract": employees can have part-time jobs but since 2014 not every part-time job working hours can be set under 24 hours a week.</p>
Germany	<ul style="list-style-type: none"> – general regulations: guarantee of the safety and the health of the employees – workaday working time and work-free times: daily working time mustn't exceed eight hours, working time can be extended up to ten hours, if the average working time does not exceed eight hours within six months, breaks have to be kept; regulations for the night and shift-work; regulations for dangerous works – rest on Sundays and public holidays

	<ul style="list-style-type: none"> – exceptions in special cases – execution of the law: posting duty as well as the duty of the employer to record overtime of every single employee – special provisions: particularly for the public service – punishing and fine regulations: Endangering the health or the labour of an employee causes prison sentence up to a year or fine – end regulations: among others putting into action of international agreements and acts of law of the EC, interim arrangement for wage agreements
Poland	<p>The Polish industrial law is based on the Polish work civil code (ArbGB). To this day, the work civil code which dates from the year 1974 has been not reformed comprehensively. An adaptation to the European law was carried out, though.</p> <p>The law regulates among others contract of employment, completion the contract, covenant not to compete, working time, holiday, protection against dismissal, continued payment of wages in the event of illness are regulated legally, right to a pension, employee - representation, discussions concerning industrial law.</p> <p>Working time: it is necessary to stress that in Poland the employer can regulate the working time far more flexibly than in Germany. Working time is regulated in article 128 to 151 ArbGB. In principle, the working time must not exceed daily 8 and weekly 40 hours in the average of 4 months. The number of the overtime hours must not exceed 150 hours in the calendar year. It is important that this regulation is dispositive, and can be amended by business ordinance and perhaps also by contract of employment.</p> <p>Working time systems in accordance with the Polish work civil code:</p> <ul style="list-style-type: none"> – basic working time – compensation working time – interrupted working time – task oriented working time – shortened working week – weekend work <p>The basic working time is most frequently used: In principle, the working time must not exceed 8 hours on the day and on an average 40 hours in the week in an average 5-day working week. Of these regulations can only differed if the work civil code or other regulations particularly allow this.</p> <p>The compensation working time with a permitted prolongation of the daily working time until 12 hours or 16 to 24 hours: employees can do work for 12 hours per day, if the prolonged daily working time is compensate by work-free or shorter daily working time on some days. This system may be used only in certain cases (task specific).</p> <p>Interrupted working time may be introduced only in accordance with a wage agreement over the working time or with employers who is working in the farming and livestock breeding, "as far as this is justified due</p>

	<p>to the way of the work or the labour organization". A break must be provided by max. 5 hours per day in the work schedule.</p> <p>The task oriented working time is only possible when it is justified by the way of the work, its organisation or the place of the job performance. The time required for it is determined by the parties, however, it may not be per day any more than 8 hours and on average 40 hours per 5 day week.</p> <p>Abbreviated working week: The work is done into less than 5 days in the week.</p> <p>Weekend work takes place only on Fridays, on Saturdays on Sundays and on holidays.</p> <p>The Polish industrial law offers many possibilities for flexible regulations of working hours but they are only seldom used, as a rule the occupation takes place on basis of civil law contracts, which are regarded as flexible occupation forms. (see 5.1.)</p> <p>The employers prefer occupation in the context of the task oriented working time: There is no obligation of the employer to the registration of overtime with that form (this very often means an abuse without clearly defined task character at jobs).</p> <p>Seldom the occupation system of the weekend work, this, individual working time system or reduction in working hours is used (permitted job performance into less than 5 day of the week at a prolongation of the daily working time up to 12 hours).</p> <p>In the context of the working time flexibilization employees who do their work outside the job with the help of electronic means of communication (so-called tele-employee) have to be mentioned. The clear definition of the tele-employees is problematic (telework is regular work outside the enterprise but there is no certainty how this regularity has to be understood). The extent and the way of the fulfilment of the obligations of an employer is also unclear according to the protection of health. The conditions for the performance of the telework require a special agreement between the employer and the trade union or a regulation in coordination with the workers' representatives.</p>
Austria	<p>As a matter of priority design options with regard to time span and Sabbaticals are negotiated in various collective agreements based on social partnership. Therefore, it depends on the line of business.</p>
Sweden	<ul style="list-style-type: none"> - Working Hours Act has rules about how much you are allowed to work per day, per week and per year. It takes up duty hours and preparedness, what kind of breaks and pauses they are entitled to and what applies for night workers. - The Work Environment Act also has specific rules about how those who are under 18 may work. - Working Hours Act applies, with certain exceptions, all work carried out in Sweden. The law applies regardless of whether the case of a Swedish or a foreign company, as long as the business is conducted here. - Working Hours Act is partly based on EU mandatory rules of the Directive 2003/88/EC on working hours in some aspects. The Directive allows the employees to conclude a collective agreement on

	working time, but it contains certain standards of weekly, daily and total weekly working hours.
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5.5 Modes of Flexible Working Hours

What are the different modes of flexible working hours applicable in your country?

This subsection does not purport to be complete. The aim is to identify different modes of flexible working hours in the four participating countries. This can be helpful in order to broaden and improve the modes of flexible working hours in the participating SMEs in other countries. Please briefly explain any additional models you include in the list.

	France	Germany	Poland	Sweden	Austria
Flexitime ⁴	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Job sharing ⁵	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Amorphous or volatile flexitime ⁶	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Trust-based working hours	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Home office	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Bandwidth model ⁷	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sabbatical ⁸	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Work on-call	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working time reduction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Question: What is the percentage of the interviewed SMEs that offer any modes of flexible working hours to their employees?

France	Germany	Austria	Sweden
80% (n=5)	100% (n=4)	100% (n=3)	100% (n=4)

Question: If there are any SMEs offering any modes of flexible working hours, how do they look like?

France	<ul style="list-style-type: none"> Flexible working times without limitations.
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⁴ The number of the daily working hours can be chosen freely within this framework. An obligatory time may determine the minimum presence within a given time frame.

⁵ Distribution of the normal working hours within two or more persons who share their workplace.

⁶ The amount of the working hours is set, the location and the duration of the working hours can be selected freely by the employee and it is not checked on by the business.

⁷ In some weeks during the year, the employee is allowed to work shorter or longer hours in accordance with the business' current needs.

⁸ Sabbatical refers to the company's permission of continuous, often long-term, recreational leave. For example, to clear time credit or as unpaid leave.

	<ul style="list-style-type: none"> • Flexible working times are due to the construction of the AGZ. • A flexible organisation of working time is agreed on by case to case due to an individual demand on the part of the individual employees. • A flexible design is not a problem as long as it takes place in the context of the core time (during the day 8-17 hours). The 35 hour week is valid. Everything is individually negotiable.
Germany	<ul style="list-style-type: none"> • flexitime (12 days possible.) • abbreviated working time • flexible start or end of the working time • flexibility considering the core time. • 63-year old employees works between 10 and 45 hours in the month • flexibility for parents with children and for employees who care for parents
Austria	<ul style="list-style-type: none"> • There is an employment agreement to flexitime • At necessity moving of the working time, uncomplicated time balancing • Relatively quick working times at an uncomplicated possibility of taking time balancing
Sweden	<ul style="list-style-type: none"> • Flexible working requires adaptation of service to job requirements • Contracts for flexible working hours tend to be local and be based on both the employees' needs for flexibility and business needs of the business to operate. • Toddler Parents have the right to reduce their working hours to 75%. This means that you still have your full-time job "bottom" and can choose when ma will go up in time again • A state employee can get a partial pension. It is the employer who decides whether you get a partial pension or not. One can at the earliest to get a partial pension from 61 years old and at most until the age of 65. At most, one can reduce working hours by 50 percent.

5.6 Working Hours Accounts

Accounts for working-hours track the time that the employee has actually worked (including holidays, sick leave, overtime etc.) manually or electronically and offsets it against the working hours outlined in the Collective Agreement or Contract of Employment. This way, the employee can collect flexitime credit or debit that needs to be cleared within a specified time period.

Question: Do businesses in your country have the opportunity to implement accounts for

working hours?				
France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

Question: If so, is there a legal framework for accounts for working hours?				
France	Germany	Poland	Sweden	Austria
<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no

If so, please briefly explain the legal framework for the organization and administration of accounts for working hours. If applicable, refer to different modes of such systems.

France	The working hours account needs an agreement between the employees and the employer. This agreement establishes on how the account can be filled and how it can be used.
Germany	<p>Value credit/long time account</p> <ul style="list-style-type: none"> – aim, a longer-term social insurance protected leave of absence, e.g. for the care time, the parent time, early retirement or part-time from financed with the income of the employee – condition: written value credit agreement between employee and employer in accordance with § 7 b f. SGB IV or employment agreement or wage agreement – employee can accumulate overtime payments, these are invested and interests are paid and in the case of a leave of absence paid out by the employer – may be comparable to a pension scheme
Poland	<p>Settling of the working time in the form of so-called hour bank or working time accounts is not possible in accordance with the regulations of the work civil code.</p> <p>However, the employer may try to introduce these methods, but for this an agreement with the trade unions is required, (i.e. as far as these regulations are for the employees of advantage).</p> <p>The legal regulations provide that the employers be allowed to different working time systems used, they, however, have to observe the valid norms of the working time. No overtime (daily or week average) can therefore be planned. In an accounting period, the employer must plan the exact amount of the working time, which corresponds to the regulations of the ABG. Planned work outside the legal working time is forbidden and even punishable (injury of art. 281 chapter 5 ABG).</p> <p>A mandatory prerequisite for working time accounts is the compliance with the regulations of the collective industrial law, i.e. an agreement or a wage agreement in accordance with the law. This means that the introduction of such accounts by the employer alone is forbidden (e.g. in the contract of employment or in the business order).</p> <p>Flexitime in Poland: The nature of the flexitime is that the daily working time is subdivided into a core time as well as a flexitime. The core time describes the period of time in which all employees must be present.</p>

	The flexibilization of the working time is reached by the design of the phasing-in and phasing-out. After the last changes in the Polish work civil code the employer can give his employees the possibility of deciding by himself when the employee wants to start with the work (phasing-in) within a fixed period of time. The repeated taking up of the work within the same working day represents no more work in overtime now. It has to be taken into account that these flexitime regulations are not valid because of law but are introduced and regulated in the enterprise in cooperation with the management and employees.
Austria	Long time periods are regulated over the collective agreements and must be designed most with employment agreement.
Sweden	New laws, such as the EU Working Time and the Swedish Working Hours Act, imposes certain business rules that must be followed. The conditions of employment can vary from different sectors and businesses but also different forms of employment. Various unions have different possibilities to influence the employees.

Question: How many SMEs use accounts for working hours?				
France	Germany	Poland	Sweden	Austria
21.0 %	n.a.	676 SMEs	100.0 %	n.a.

If you are unable to provide reliable information on the use of working hour's accounts in SMEs in percentages, please briefly assess the prevalence of such systems in SMEs in your country.

Germany	On average, every second employee uses a working hour's account in Germany. This also applies to small and medium-sized enterprises. These are mostly not legally protected; however, i.e. in the case of an insolvency the employee would get no compensation payments. A working time account often is an in-house possibility of accumulating and using at short notice overtime. The option usually is not offered to finance longer-term exemptions or part-time employments from overtime.
Poland	<p>The new wage-hour law has introduced the so-called flexible working time (new regulations since September 2013).</p> <p>An expansion of the reference period means adaptation to the size of the working time or number of orders.</p> <p>Note: Employers can introduce this regulation only with consent of the trade union (if no trade union is available: with consent of the workers' representatives).</p> <p>Within the last 12 months the flexible working time was introduced in 1.079 enterprises, approximately 100.000 employees are affected. These are mostly large enterprises with 50 to 249 persons (403). Somewhat less medium-sized enterprises with up to 49 employees (305) and very large companies with more than 250 employees (179) use the regulation. 192 smallest enterprises (up to 9 persons) also use flexible working time.</p>

	<p>The employers have 2 possibilities to chose from:</p> <ol style="list-style-type: none"> 1. Expansion of the billing time until max. 12 months (till now: max. 4 months), or 2. flexible working time (start and end of the work "as required" shall help the employees to balance family and profession.
Austria	<p>It depends very much on the fields of activity, in knowledge-based lines of business and fields of activity long periods and a self-determined kind of time balancing increases, in production areas it is rather seldom.</p>

Question: What is the percentage of the interviewed SMEs that employ accounts for working-hours?			
France	Germany	Austria	Sweden
60% (n=5)	75% (n=4)	100% (n=3)	50% (n=4)

Question: If there are any SMEs employing accounts for working-hours, how do they look like?	
France	<ul style="list-style-type: none"> • The 35-hour week is valid in the enterprise. All work-hours are included, also the interruptions like illness, further education, maternity regulations • The hours are countersigned by the employee and by the hirer's company and transmitted via e-mail or fax. • Visual check of the presence by the supervisors. • The employees present monthly working time lists. These are checked and approved by the supervisors. • All hours can be included, overtime is included or paid. Recording with Excel.
Germany	<ul style="list-style-type: none"> • Recording with Excel - compensation as required • Cushioning only around the order situation. • Hours can be accumulated and then used step by step.
Austria	<ul style="list-style-type: none"> • long time periods, no overtime allowances, time balancing 1:1 • additional work hours are recorded and consumed as a time balancing in the following months • time balancing according to the collective agreement
Sweden	<ul style="list-style-type: none"> • The employee fills in reports monthly

5.7 Entry and Exit Models

Question: What is the percentage of the interviewed SMEs that offer any specific entry- and exit-models for employees on leave? (e.g. regular meetings during their leave, grad-

ual return)			
France	Germany	Austria	Sweden
40% (n=5)	50% (n=4)	0% (n=3)	100% (n=4)

Question: If there are any SMEs offering any specific entry- and exit-models for employees on leave, how are they structured?	
France	<ul style="list-style-type: none"> • The returning to work-is prepared systematically, there are no conversations or meetings, though. This is organized by the collective at the moment of the return. • For a year the care management has been responsible for regular meetings and conversations in front of the return of employees who were gone for a long time.
Germany	<ul style="list-style-type: none"> • contacts get kept upright, also technical • every mother can come back to her old job. • There is the possibility of working reduced after the return to work. • conversations after a long illness among others to update information • There is still no model but the readiness for it is existing, e.g. at a case for nursing. During the parent time, there is regularly contact to the mothers. Possibility after parent time to work reduced. • for mothers and job jumpers
Sweden	<ul style="list-style-type: none"> • Rehabilitation Help • Contact is maintained for leave • The right to reduced working hours • The right to return to employers

6 DEVELOPMENT OF HUMAN RESOURCES AND TRAINING

Training and other measures of personnel development focus on average on (1) full-time rather than part-time employees and on (2) professional and managerial staff compared to lower-level positions. This topic aims at analysing whether there are differences between women and men with regard to participation in training, as well as the length, content, and scheme of training.

6.1 Participation in Training

Question: What is the percentage of ...	France	Germany	Poland	Sweden	Austria
... female employees participating in training?	43.0 %	56.0 %	77.9 %	68 %	9,5 %
... female employees in professional ⁹ and managerial positions ¹⁰ ?	9.0 %	n.a.	84.0 %	21 %	n.a.
... female employees in professional and managerial positions participating in training?	n.a.	66.0 % ¹¹	n.a.	90 %	n.a.
... female employees in part-time jobs?	37.0 %	35.0 %	12.6 %	30 %	48 %
... female employees in part-time jobs participating in training?	n.a.	53.0 %	n.a.	n.a.	n.a.

Question: What is the percentage of ...	France	Germany	Poland	Sweden	Austria
... male employees participating in training?	41.0 %	55.0 %	83.1 %	72 %	5.3 %
... male employees in professional and managerial positions?	13.4 %	n.a.	86.0 %	n.a.	n.a.
... male employees in professional and managerial positions participating in training?	n.a.	40 ¹² /75 ¹³ %	n.a.	n.a.	n.a.
... male employees in part-time	16.3 %	6.0 %	5.0 %	11 %	11.3 %

⁹ A professional employee is commonly described as a person who has successfully completed an industrial, managerial, or other professional training.

¹⁰ An employee in a managerial position is commonly described as a person who takes on managerial responsibilities in a business. These include planning, organizing, controlling, or leadership. In this study, we consider the Managerial Director and three managerial sub-levels (MD-3).

¹¹ only employee in a managerial position

¹² only employee in a professional position

¹³ only employee in a managerial position

jobs?					
... male employees in part-time jobs participating in training?	n.a.	44.0 %	n.a.	n.a.	n.a.

Question: What is the average percentage of ... in the interviewed SMEs?	France	Germany	Austria	Sweden
... female employees participating in training?	63% (n=4)	75% (n=4)	92% (n=3)	40% (n=1)
... female employees in professional ¹⁴ and managerial positions ¹⁵ ?	29% (n=4)	95% (n=4)	50% (n=3)	52% (n=4)
... female employees in professional and managerial positions participating in training?	38% (n=4)	75% (n=4)	30% (n=3)	100% (n=1)
... female employees in part-time jobs?	8% (n=4)	34% (n=4)	40% (n=3)	10% (n=4)
... female employees in part-time jobs participating in training?	7% (n=4)	54% (n=4)	40% (n=3)	0% (n=1)

... male employees participating in training?	75% (n=3)	75% (n=4)	92% (n=3)	20% (n=1)
... male employees in professional and managerial positions?	45% (n=3)	93% (n=4)	47% (n=3)	n.a.
... male employees in professional and managerial positions participating in training?	35% (n=4)	75% (n=4)	48% (n=3)	60% (n=1)
... male employees in part-time jobs?	2% (n=4)	22% (n=4)	5% (n=3)	n.a.
... male employees in part-time jobs participating in training?	2% (n=4)	22% (n=4)	5% (n=3)	0% (n=1)

6.2 General Conditions of Training

This section aims at identifying whether and to what extent the length and content of training differs across women and men. If you are unable to quantify, please try to give an estimate on the basis of the relevant literature. Please use the box below.

¹⁴ A professional employee is commonly described as a person who has successfully completed an industrial, managerial, or other professional training.

¹⁵ An employee in a managerial position is commonly described as a person who takes on managerial responsibilities in a business. These include planning, organizing, controlling, or leadership. In this study, we consider the Managerial Director and three managerial sub-levels (MD-3).

	France	Germany	Poland	Sweden	Austria
How often a year do women take part in training. (x per year)	n.a.	2.1 x per year	n.a.	2.0 x per year	n.a.
How many days a year do women take part in training? (days per year)	n.a.	61 hours	72 hours	16 hours	n.a.
How often a year do men take part in training. (x per year)	n.a.	2.0 x per year	n.a.	2.0 x per year	n.a.
How many days a year do men take part in training? (days per year)	n.a.	78 hours	65 hours	16 hours	n.a.

What is the content of the training sessions that women predominantly participate in? Please give an assessment and provide at least two sources as evidence.

Germany	The content of training that women predominantly participate in cannot be limited to certain topics, but is more widespread. It ranges from language and health to pedagogical topics.
Poland	Women decide in favour of social, economy and jurisprudences (approx. 32.2%) mostly, enlarge their qualifications as teachers and in the education (14.4%) in the health service and in the social care (approx. 13.1%) in the mechanical engineering, process engineering and building and construction industry (9.0%), i.e. they choose such contents of the advanced professional training which correspond to the structure of their education according to their gender.
Sweden	The content of training is not limited to certain topics. Women leaders tend to attend leadership training more frequently than men, and also competence development that clearly signals equal opportunity

What is the content of the training sessions that men predominantly participate in? Please give an assessment and provide at least two sources as evidence.

Germany	Content related to economy and work in general, technical issues, sciences
Poland	Men most frequently choose engineering sciences, process engineering and building and construction industry (48.1%), social, right and economics (14.6%), general further education programmes (6.3%), farming and veterinary medicine (5.8%).
Sweden	The content of training is not limited to certain topics. It depends on the profession held.

If you would like to add anything with regard to the general conditions of training across female and male participants, you have the opportunity to do so using the box below.

Germany	There is a slight difference between women and men taking part in
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	<p>internal trainings in their companies (44% vs. 48%).</p> <p>Women use more often training opportunities apart from professional education.</p>
Poland	<p>The most frequent forms of the further education are courses (65.1% of the people asked), further education at work (17.6%), workshops and seminars (13.1%).</p> <p>The further education was financed partly or completely by employer respective future employer or by public institutions at more than 47% of the people asked.</p> <p>21.0% women and 17.6% men have borne the costs of the further education themselves, i.e. women more frequently than men decide in favour of further education because it is more related to their own needs and interests (40.3% of questioned women and 23.6% of questioned men). Women study also more intensively, they take part in more, mostly more time-consuming further education measures.</p> <p>The most frequent mentioned advantages of further education are a better perception of professional tasks (45.6% of the people asked), perception of new tasks (13.4%), larger income (4.4%) and professional advancement (2.0%).</p> <p>25.6% of questioned women also see advantages of the further education in your private life (18.2% of the men) - this results from the fact that women take the decision in favour of a further education for personal and not only professional reasons.</p>

	France	Germany	Austria	Sweden
On average, how often a year do women take part in training in the interviewed SMEs? (x per year)	5,17 (n=3)	1,25 (n=3)	1,67 (n=3)	2 (n=1)
On average, how many days a year do women take part in training in the interviewed SMEs? (days per year)	7,00 (n=3)	1,72 (n=3)	2,00 (n=3)	2 (n=1)
On average, how often a year do men take part in training in the interviewed SMEs? (x per year)	2,17 (n=3)	1,42 (n=3)	1,67 (n=3)	2 (n=1)
On average, how many days a year do men take part in training in the interviewed SMEs? (days per year)	13,0 (n=3)	1,75 (n=3)	3,33 (n=3)	2 (n=1)

Question: What is the content of the training sessions that women predominantly participate in the interviewed SMEs?	
France	<ul style="list-style-type: none"> • new production engineering in connection with the new boat models • office communications • communication, telephone, team building

	<ul style="list-style-type: none"> • special contents (accounting, sale.) • software - payslip • painter - further education • health trainings • health at work • sustainable development, energy, renewable energies, environmental protection, veterinary surgeon health, food safety • economic development and integration • business topics, • laboratory • languages
Germany	<ul style="list-style-type: none"> • There are no differences compared with the men. • 2 employees training for women with executive duties and social responsibility • organisation and improvement in the daily work, quality management • special contents • participation and motivation • creativity
Austria	<ul style="list-style-type: none"> • leadership topics, legal topics • employees of the lower levels: IT, sale, forklift driver's licence • selling trainings • further specialist training and technical further educations
Sweden	<ul style="list-style-type: none"> • Professional training and competence development • Leadership training

Question: What is the content of the training sessions that men predominantly participate in the interviewed SMEs?	
France	<ul style="list-style-type: none"> • IT • health and care generally • labour safety and health at work • security officer, electrical safety • driving a fork truck • work in large height • machine operator • management • sustainable development, energy, renewable energies, environ-

	<ul style="list-style-type: none"> mental protection, veterinary surgeon health, food safety • economic development and integration • regulations • operation of machines (e.g. hydraulic lifts), • driver's licences, • languages
Germany	<ul style="list-style-type: none"> • no difference compared with the women • working time, labour organization, quality management • participation and motivation • leadership and communication, personnel development • lifelong learning, knowledge transfer • obligatory trainings, technical requirements • executives: leadership, motivation, team building • communication • theory
Austria	<ul style="list-style-type: none"> • leadership: legal topics • familiarization training courses • further specialist training and technical further educations • further specialist training, e.g. with cooperation partners
Sweden	<ul style="list-style-type: none"> • Professional training and competence development • Leadership training

Question: What is the percentage of the interviewed SMEs that have a difference in the costs of training in which women participate when compared to men?

France	Germany	Austria	Sweden
0% (n=4)	0% (n=4)	33% (n=3)	0% (n=1)

Question: If so, how is this difference manifested?

Austria	Further education for official service partner for branded appliances are very expensively and time-consuming. Men perceive them.
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6.3 Training Modes

Training modes include, for example: internal and external training, dual, e-learning and collaborative qualifications.

What are the kinds of training modes applicable in your country?

This subsection does not purport to be complete. The aim is to identify different kinds of training modes in the four participating countries. These might be helpful in order to establish similar programs in the participating businesses that are equally open to female and male employees and which are based on the experience of other countries.

	France	Germany	Poland	Sweden	Austria
(a) Internal Training					
Job rotation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Internal mentoring	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Leadership development	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Workplace integrated trainings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Coaching at the workplace	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) External Training					
Training	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
External mentoring	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evening classes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Postgraduate studies	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) Dual Qualifications					
Dual studies ¹⁶	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dual vocational training	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dual vocational training with Matura	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
(d) E-learning					
Distance learning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Blended learning	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Webinar/Web seminar	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) Collaborative Qualifications					
Collaborative training venture ¹⁷	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

¹⁶ Based on the dual training system in Germany, dual studies refer to a university degree with fixed blocks of practical training in businesses.

¹⁷ Collaborative training venture refers to the co-operation of individual businesses in the vocational training. Participating businesses support each other with the practical training if one business is not able to teach specific skills due to the in-business procedures.

If you have added other models of training and qualifications, please briefly assess how they promote equality or whether they are susceptible to further discrimination.

Mode of Training/Qualification	Description
Collaborative training venture	Collaborative training is promoted often by the labour market service from EU money. Great attention is given to conditions that promote equality that is why there are better promotional possibilities for participating women. (Austria)

Question Which of the following training modes are commonly offered by the interviewed SMEs? (Number of SMEs with the respective mode.)

	France	Germany	Austria	Sweden
(a) Internal Training				
Job rotation	2	4	0	3
Internal mentoring	3	1	2	4
Leadership development	3	1	0	4
Workplace integrated trainings	3	2	2	4
(b) External Training				
Training	5	3	3	4
External mentoring	2	1	1	2
(c) Dual Qualifications				
Dual studies ¹⁸	3	2	0	4
(d) E-learning				
Distance learning	1	1	0	1
Blended learning	1	2	0	4
(e) Collaborative Qualifications				
Collaborative training venture ¹⁹	0	2	1	4
(f) other	0	1	1	1

¹⁸ Based on the dual training system in Germany, dual studies refer to a university degree with fixed blocks of practical training in businesses.

¹⁹ Collaborative training venture refers to the co-operation of individual businesses in the vocational training. Participating businesses support each other with the practical training if one business is not able to teach specific skills due to the in-business procedures.

Question: Which other training modes does your company offer?	
Germany	<ul style="list-style-type: none"> • participation in national fairs • product trainings internal and external • Studies: it is a common form used by the female colleagues. There is a flexible customization of the working times for this purpose - more is worked in the vacation. The motivation for the studies is promoted and vocational guidance takes place.
Sweden	<ul style="list-style-type: none"> • Tillväxt Motala provide company networks on different issues (such as career), for different branches (such as tourism, caring, industry) and weekly breakfast meetings. Those networks provide learning from peers.

6.4 Programs for Developing Leadership Skills

Question: What is the percentage of the interviewed SMEs that offer a program for developing leadership skills?				
France	Germany	Austria	Sweden	
80% (n=5)	25% (n=4)	0% (n=3)	100% (n=4)	

Question: If there are any SMEs offering a program for developing leadership skills, what do they look like?	
France	<ul style="list-style-type: none"> • is under development • a further education to the corporate management was realized • academy of the group for specialist and leadership trainings • there are regular further educations which, however, are not printed in the documentation about further education
Germany	<ul style="list-style-type: none"> • mentoring by the managing director
Sweden	<ul style="list-style-type: none"> • mentor programmes • leadership development

Question: If there are any SMEs offering a program for developing leadership skills, on average, how many ... take part in this program?				
	France	Germany	Austria	Sweden
Women	1 (n=1)	0 (n=1)	n.a.	2 (n=1)
Men	6 (n=1)	2 (n=1)	n.a.	5 (n=1)

6.5 Trainee Program

Question: What is the percentage of the interviewed SMEs that offer a trainee program?			
France	Germany	Austria	Sweden
20% (n=5)	0% (n=4)	33% (n=3)	0% (n=1)

Question: If there are any SMEs offering a trainee program, what do they look like?	
France	<ul style="list-style-type: none"> The program is going to be introduced. Each year 2-3 trainees are scheduled to gather experiences. Some SME offer in addition probationer training (e.g. for nursing students or care helpers – which are mostly for women) The company occupies trainees with special incorporation contracts mostly. They are immediately employed after the internship. It is regularly a trainee in the enterprise. The programme is customized to the competences of the trainee. We promote specifically young employees, which strive for management positions; in this, the question of leadership competence takes an important role.
Germany	<ul style="list-style-type: none"> The program is going to be introduced. “Hiking pass” to pass through the departments for getting to know the enterprise and to support the cooperation of the departments.
Austria	<ul style="list-style-type: none"> An intensive work training mostly financed by the labour market service.

Question: If there are any SMEs offering a trainee program, on average, how many ... take part in this program?				
	France	Germany	Austria	Sweden
Women	n. a.	n. a.	0% (n=1)	n. a.
Men	n. a.	n. a.	0% (n=1)	n. a.

7 SALARY STRUCTURES

There is a significant salary gap between women and men in similar or equivalent positions in Europe. The human resources strategy oriented towards structural changes aims at achieving an equal value and equal pay of the work done by women and men. Therefore, this section compares the salary structures of women and men.

Question: What is the percentage of the interviewed SMEs that follow any objective criteria for salary structures?			
France	Germany	Austria	Sweden
100% (n=5)	100% (n=4)	100% (n=3)	100% (n=4)

Question: If there are any SMEs following objective criteria for salary structures, which ones?	
France	<ul style="list-style-type: none"> the individual esteem plays a role in wage agreement and industry-specific agreement, nothing is formalized all enterprises mentioned wage agreements as a criterion minimum wage is taken into account
Germany	<ul style="list-style-type: none"> There are grown salary structures. There are firm specifications for surcharges, extra allowances and bonuses by the managing director. In this the age plays no role but seniority and experience. same payment according to the qualification profiles wage agreement of IGZ (Industrieverband Deutsche Zeitarbeitsunternehmen)
Austria	<ul style="list-style-type: none"> collective agreement collective agreement and internal regulations education and duration of the employment
Sweden	<ul style="list-style-type: none"> There is a demand for all Swedish companies to perform salary surveys every third year, and employers with more than 25 employees must have action plans to achieve equal pay. Companies with more than 25 employees must also have an equal opportunity plan, that shall be upgraded every third year. These basic demands are met in all these four companies.

Question: What is the percentage of the interviewed SMEs in which salary is negotiated individually?			
France	Germany	Austria	Sweden
80% (n=5)	50% (n=4)	33% (n=3)	0% (n=4)

7.1 Average Income

Question: What is the average annual income of ... in your country? (in EUR/year)					
	France	Germany	Poland ²⁰	Sweden	Austria
Women	15,600	18,728	7,273	33,649	31,600
Men	21,700	21,722	8,674	34,794	38,800

Question: What is the average annual income of ... in the interviewed SMEs? (in EUR/year)				
	France	Germany	Austria	Sweden
Women	30.487 € (n=4)	21.500 € (n=2)	28.333 € (n=3)	37.345 € (n=2)
Men	31.021 € (n=4)	22.500 € (n=2)	39.067 € (n=3)	37.345 € (n=2)

Question: Are there any explanations for potential differences in salary? (e.g. men working shifts in industrial jobs, women in administration) If so, which ones?	
France	<ul style="list-style-type: none"> The salaries are somewhat above the minimum wage. No differences between simple and demanding jobs, as for the shift-workers, are made. All of them are treated equal. The men work predominantly for women in the production or on the making and this one in leading positions. There is no pay gap; the wage agreement is used strictly.
Germany	<ul style="list-style-type: none"> women do not do physically hard work shift allowances men earn more through overtime and surcharges(night and weekend work)
Austria	<ul style="list-style-type: none"> in the 1st executive level work only men distribution among professions (women work rather in the sale and in the administration, men rather as skilled worker.) women are employed in administration and work part-time, men work in the technical areas
Sweden	<ul style="list-style-type: none"> The main difference in wages mirror the branches, not men/women: industry pay better than caring, and consultancy even more The society as a whole is not equal, which we can see in the salary difference between women and men At manager levels, women are still underrepresented The labour market in Sweden is highly divided according to gen-

²⁰ 2/3 Polen verdienen weniger, als der o.g. nationale Durchschnitt.

	der: men in industry and women in caring and school <ul style="list-style-type: none"> • Women have a weaker negotiation position
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7.2 Differences in Pay Levels (Gender Pay Gap)

The Gender Pay Gap (GPG) describes the average difference in hourly wages and thus the direct income differences between women and men in the national economy. It can be distinguished between adjusted and unadjusted Gender Pay Gaps, where the adjusted GPG removes any bias inferred by different infrastructures, such as differences in education, career choices, and qualifications of women and men.

Question: What is the ... Gender Pay Gap in your country? (in %)					
	France	Germany	Poland	Sweden	Austria
unadjusted	15.4 %	22.3 – 22.4 %	16.1 %	14.3 %	32 %
adjusted	n.a.	7.0 %	10.0 %	5.9 %	10 %

7.3 Gender Pay Gap in Managerial Positions

The proportion of women in managerial positions is significantly lower when compared to men. In addition, they usually earn less in these positions than men do in equivalent roles. Therefore, this section identifies the gender pay gap in managerial positions.

Question: What is the Gender Pay Gap in managerial positions ²¹ in your country?				
France	Germany	Poland	Sweden	Austria
16.3 %	n.a.	23.0 %	5.0 % ²²	23 %

7.4 Salary in Leadership Positions

Question: On average, what is the annual income of ... in the interviewed SMEs? (in EUR/year)				
	France	Germany	Austria	Sweden
... a man in positions on the first management level (MD-1)	58.333 € (n=3)	27.000 € (n=1)	58.667 € (n=3)	65 000 € (n=1)
... a man in positions on the second management level (MD-2)	43.750 € (n=2)	n. a.	39.667 € (n=3)	42 500 € (n=1)
... a man in positions on the third management level (MD-3)	37.500 € (n=1)	n. a.	28.000 € (n=1)	n. a.

²¹ The definition in section 3.1 is used here. Managerial positions refer to the Managerial Director as well as the three managerial sub-levels.

²² 41 400 kr for men, och 39 700 kr for woman.

SALARY STRUCTURES

... a woman in positions on the first management level (MD-1)	70.000 € (n=1)	n. a.	n.a.	n. a.
... a woman in positions on the second management level (MD-2)	45.000 € (n=1)	n. a.	37.000 € (n=2)	n. a.
... a woman in positions on the third management level (MD-3)	n. a.	n. a.	25.000 € (n=1)	n. a.

7.5 Salary in Part-time Jobs

Question: What is the percentage of the interviewed SMEs in which part-time employees earn as much as full-time employees on a pro-rata basis?			
France	Germany	Austria	Sweden
100% (n=5)	100% (n=4)	100% (n=3)	100% (n=4)

8 COMPATIBILITY OF JOB AND PRIVATE LIFE

The objective of this topic area is to analyse the conditions that allow the compatibility of the job with the family/private life. These include the employee's rights such as maternity protection, parental benefit and leave as well as childcare, and employment with children. In order to map this topic area adequately for each country, it is beneficial to also analyse the role models of women and men.

8.1 Legal Framework: Maternity Protection

Maternity protection describes the protection of mothers before and after their child's birth. This includes prohibition of employment, protection against dismissal for pregnant women and mothers as well as a maternity insurance, i.e. continued payment during the mother's absence. EU Directive 92/85/EEC has established consistent minimum standards to secure and improve the health protection of pregnant and breast-feeding female employees. It further regulates maternity leave and potential discrimination at work. The next section aims at explaining the legal framework of maternity protection in the four participating countries.

Question: Is maternity leave legally regulated in your country?				
France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

If so, please explain the characteristics of maternity protection in your country. Also, focus on the maximum length and the financing of maternity leave as well as the protection against dismissal and prohibition of employment.

France	<p>Hiring: A pregnant woman shall not be discriminated for a job interview. The employer must not ask any question about a current or a future pregnancy.</p> <p>Firing: Pregnant woman firing is allowed for only two reasons:</p> <ul style="list-style-type: none"> – serious misconduct unlinked to her pregnancy – economical reason <p>And even for these two reasons, the woman cannot be notified during her pregnancy leaving.</p> <p>Working conditions: A pregnant woman must not work outside after 10 pm or when the temperature is under 0°C.</p> <p>Maternity leave:</p> <p>First or second birth: 6 weeks before childbirth, 10 weeks after</p> <p>Third birth: 8 weeks before birth, 18 weeks after</p> <p>Multiple births (2 twins): 12 weeks before, 22 weeks after</p> <p>Multiple births (3 or more twins): 24 weeks before, 22 weeks after</p> <p>The maternity leave can be increased in case of premature birth, death of the child or sickness for the mother</p> <p>During her maternity leave, the pregnant woman earn a daily allowance</p>
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	depending on her job and her salary. This allowance can't be under 9.26€/day
Germany	<p>Maternity protection is regulated in the mother protection law (MuSchG); they are frequently completed by the ordinance to the protection of the mothers at work</p> <p>Regulations:</p> <ul style="list-style-type: none"> – from the beginning of the pregnancy until the expiry of four months after the delivery the cancellation of the employee-employer relationship "is" inadmissible - with only few exceptions – in case of parent time the protection against dismissal is prolonged until the expiry of the parent time – The maternity regulations start six weeks before the birth or before the calculated date of birth (EGT). After the delivery the women in childbed may not be employed until the expiry of eight weeks, this time is extended at early and multiple births for twelve weeks. – ban on overtime (i.e. more as 8.5 h per day), night and Sunday working (§ 8 MuSchG.) – financing by the levy U2: net salary less the maternity grant through legal health insurance company (EUR 13/day) + maternity grant
Poland	<p>For pregnant employers with an employee-employer relationship - with a contract of employment, a temporary contract of employment, a treaty on the execution of a respective work or employers in a probationary period of over one month - a special protection is valid, acc. to the work civil code.</p> <p>Permitted working time and working conditions for pregnant women are regulated by the industrial law: the working time mustn't exceed, 8 hours daily (if the pregnant woman till now has worked e.g. 12 hours daily every 2 days, she may not have any financial disadvantage), she may work neither at night (is it not possible for the employer, he has to free the employee of the job performance and to pay the previous income simultaneously). Overtime may not be done during the pregnancy (neither with express consent of the employee). Pregnant women may not execute dangerous and health endangering work. Furthermore, the work on the computer can be reduced for max. 4 hours per day.</p> <p>The protection against dismissal does not apply to women who work in the probationary period of less than a month or as a substitute of some. There are also situations in which a pregnant woman or mother in the maternity leave may be discontinued: this is the case in a bankruptcy and in the dissolution of the employing enterprise. A dismissal is possibly further because of a rough injury of the employee duties or at loss of the rights, which are required for the respective profession.</p> <p>According to the Polish law, in principle, women may not be employed at hard works bad for health. Acc. to the European Commission this regulation violates the guideline 2006/54/ WE of the European Parliament and the council (fulfilment of the principle of the equal opportunities and equality of men and women in work and occupation questions). An amendment of the law shall correspondingly be carried out: no women may perform work with an excessive physical effort, which can represent a health risk. Pregnant women and breastfeeding women may not perform work, which is arduous, dangerous or harmful to the health,</p>

	<p>which can have an adverse effect on the pregnancy or breastfeeding. In the course of this change the list of the work shall be extended, adding those which are particular heavy or unhealthy for women.</p> <p>With the first child, working women have claim to a maternity period (maternity leave) of 20 weeks in Poland, with every further child it prolongs itself by 2 weeks. At least two weeks of the maternity leave may be taken before the expected date of birth (see table 8.2.).</p> <p>Health-insured women get maternity grant during this time, it is paid either of their employer or of the social insurance company.</p> <p>Only working women are entitled to maternity leave, however only those mothers are entitled to a maternity allowance, who had been social insured at the time of the birth (i.e. also women with order contracts, which are voluntarily sick-insured and self employed persons). In this case, financial assistance will amount to 80% of the average salary the last 12 months.</p> <p>Employers who work on the basis of a contract for services do not get any maternity allowance (they are not sick-insured).</p> <p>Parents get a single payment of round 1.000 PLN (approx. EUR 240) for every newborn child in Poland.</p> <p>The maternity grant is paid out during the maternity leave at the birth of a child for 20 weeks (at multiple births longer - between 31 to at most 37 weeks) and during the additional maternity leave.</p> <p>The insured child father is also entitled for a period of 2 weeks; this time is seen for the employee as a maternity leave, who is the father of the child and brings the child up.</p> <p>The amount of the maternity grant is 100% of the wage. The assessment basis of the maternity grant is the height of the average monthly remuneration, which had obtained the authorized person within the last 12 months before the month in which the right to maternity grant was justified. Contributions to the age and invalid pension scheme are retained and paid by the maternity grant.</p> <p>Since 2014 the amount of the maternity grant of it depends on how long the mother wants to take up the maternity leave and when she explains this. In the maternity leave 100% of the assessment basis of the maternity grant and during parental leave 60% of the assessment basis are paid. If the mother registers on time that she wants to take the complete parental leave, she receives on average 80% of the assessment basis monthly.</p>
Austria	<p>Mother protection law</p> <p>8 weeks in front and 8 weeks after the calculated date of birth exists an absolute prohibition of employment for women. The financing is provided by the national insurance. The employment is maintained. After the maternity leave, payed leave for breastfeeding mothers and those who care is possible.</p>
Sweden	<p>Parental leave Act Issued 24th of May 1995</p> <p>An employee has the right, as a parent to leave from her or his employment in accordance with his Act.</p> <p>A female employee is entitled to full leave in connection with her child's birth during a continuous period of at least seven weeks prior to the es-</p>

	<p>timated time for delivery and seven weeks after the delivery. If she is not on leave for another reason, two weeks of this maternity leave shall be obligatory during the period prior to or after the delivery. The employee is also entitled to be on leave for breastfeeding the child.</p> <p>An employer may not put at a disadvantage a job applicant or an employee for reasons related to parental leave under this Act, when the employer</p> <ul style="list-style-type: none"> – decides on an employment issue, selects a job applicant for an employment interview or implements other measures during the employment procedure, – decides on promotion or selects an employee for training for promotion, – decides on or implements other measures concerning vocational training, – decides on or implements other measures concerning other training or vocational counselling, – applies pay or other terms of employment, – manages and distributes work, or – gives notice of termination, summarily dismisses, lays-off or implements other significant measures against an employee. <p>However, this prohibition does not apply if the different terms and conditions or different treatment is a necessary consequence of the leave. (SFS 2006:442)</p> <p>A female employee, who is expecting a child, has recently given birth to a child or is breastfeeding is entitled to be transferred to other work while retaining her employment benefits, provided that she has been prohibited from continuing her regular work under a regulation issued under Chapter 4, Section 6 of the Work Environment Act (1977:1160). (SFS 2003:373)</p>
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8.2 Legal Framework: Parental Leave

Parental leave describes the legal right to unpaid exemption after childbirth. In this section, it is relevant to us whether or not parental leave is implemented in your country and if so, how it is legally regulated.

Question: Do you have legally regulated parental leave in your country?				
France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

If so, please explain how this is regulated in particular with regard to the length and the recipient of parental leave (mothers/fathers/grandparents). You can also briefly describe the historical development of parental leave in your country.

France	The parental leave was created in 1977. At first, not everybody had the right to take a parental leave. Only employees in companies, which had over 100 employees, could take a parental leave.
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	<p>Fathers could not take a parental leave until 1984.</p> <p>More than the parental leave, 3 days of “child sickness” are allowed for each employee since 1994.</p> <p>The length of the parental leave is set at 1 year / child for each parent. The parental leave can be extended two times but cannot be taken after the third birthday of the child.</p> <p>In case of multiple births, the parental leave can be extended until the admission in the kindergarten for the kids. In case of multiple births of 3 or more children (or 3 or more adopted children), the parental leave can be extended 5 times to finish at the latest at the sixth birthday the children.</p> <p>In any case and for any reason, the employer cannot deny the parental leave.</p> <p>The parents cannot have a paid job during the parental except the job of childminder. However, the parents can find a professional training during the parental leave.</p> <p>During the period of the parental leave, the employer has to keep the job free for the employee. Alternatively, he has at least to keep a similar job (same kind of job, same salary). At the end of the parental leave, the parents can go back to their job.</p>
Germany	<ul style="list-style-type: none"> – legal right to take parental leave for mothers and fathers until the completion of the third year of life of the child (§ 15 BEEG.) – both parents can separated or partly together take parental leave, prerequisite is that they bring up/look after the child themselves and child and parent live together. – occupation of the parent who is taking parental leave must not exceed a working week of 30 hours. – special protection against dismissal during the parent time – unpaid exemption of the employer, however earnings from parental leave allowance up to 12 months possible. – In exceptions, grandparents can take parental leave until three years. This is possible if a parent of the child still is in education and/or juvenile and lives with the child in the household of the grandparents. The parental leave allowance also is paid out to the parents in this case (§ 15 BEEG).
Poland	<p>An employee is entitled to take parental time for the duration of up to 26 weeks after the full and the additional maternity leave. The parent time is given on application of the employee once or in periods of no more than three succeeding time spans, in which none of them may be shorter than 8 weeks.</p> <p>The parents can take particular parts of the parent time also alternately. They also are authorized to use it at the same time. In this last-named case the total length of the leave must not exceed the above-mentioned 26 weeks, (i.e. both parents can use the parent time only in the period of at most 13 weeks at the same time).</p> <p>As in the case of maternity leave and the additional parental leave the employee taking parent time may claim maternity grant in accordance with the conditions determined about the financial deliveries from the</p>

	<p>national insurance in the case of illness and motherhood in certain circumstances.</p> <p>Parents have to do claim:</p> <p>(1) maternity leave of 20 weeks (of this 14 weeks reserves for the mother + only optionally for the father for max. 6 weeks when the mother waives on the respective parental leave)</p> <p>(2) additional maternity leave of till 6 weeks and</p> <p>(3) parental time of up to 26 weeks.</p> <p>The additional parental leave can be used of fathers and mothers, but fathers can take only 14 days and before the child gets 1 year old.</p>
Austria	<p>Parental leave: in accordance with industrial law up to 2 years after birth of the child with an upright employment and keeping period of 1 month</p> <p>However, the earnings of childcare money is possible longer.</p> <p>Child care money law</p> <p>In enterprises with more than 20 employees mothers/fathers have the right to work part-time or change the working time provided that their employee-employer relationship has lasted incessantly three years. Part-time employment can at the latest be taken up until the expiry of the seventh year of life or a later school enrolment of the child. At not agreement about the framework conditions, the employee can begin part-time employment if the employer does not apply for any legal comparison or does not bring in any complaint for court.</p> <p>In enterprises with not more than 20 employees or without seniority of three years part-time employment can at the latest be agreed on with the employer until the expiry of the fourth year of life of the child with the framework conditions. There is, however, no legal right! Both parents can take up part-time employment at the same time, too. Only single demands per parent and child are, however, possible.</p>
Sweden	<p>In Sweden, parents are entitled to 480 days of parental leave when a child is born or adopted. This leave can be taken by the month, week, day or even by the hour. Women still take most of the days – in 2012, men took about 24 per cent of parental leave.</p> <p>For 390 days, the maximum parental allowance is SEK 946 (EUR 105.0, USD 137.0) a day, as of 2013. For the remaining 90 days, the daily allowance is SEK 180. Sixty days of leave are allocated specifically to each parent, and cannot be transferred to the other. In addition, one of the parents of the newborn baby gets 10 extra days of leave in connection with the birth or 20 days if they are twins.</p> <p>Parents who share the transferable leave allowance equally get a SEK 50 daily bonus for a maximum of 270 days.</p> <p>Adopting parents are entitled to a total of 480 days between them from the day the child comes under their care. A single parent is entitled to the full 480 days.</p> <p>Your employer does not cover the cost of your parent leave benefit; instead, the Swedish Social Insurance Administration (Försäkringskassan) pays out the benefits.</p>

8.3 Effective Use of Parental Leave

This section aims at comparing the legal framework with the actual conditions of parental leave. For example, while fathers often have the opportunity to take parental leave, they are unlikely to do so or only take parental leave for a short time period.

Question: On average, what is the percentage of mothers who take parental leave in your country?				
France	Germany	Poland	Sweden	Austria
33.0 %	56.0 % ²³	n.a.	80.0 %	n.a.

Question: On average, how long do mothers take parental leave in your country? (in months)				
France	Germany	Poland	Sweden	Austria
n.a.	Majority more than 24 months	n.a.	281 days (≈ 9.5 months)	n.a.

Question: On average, what is the percentage of fathers who take parental leave in your country? (in %)				
France	Germany	Poland	Sweden	Austria
2.0 %	25.3 %	max. 2.0 %	20.0 %	n.a.

Question: On average, how long do fathers take parental leave in your country? (in months)				
France	Germany	Poland	Sweden	Austria
n.a.	Majority 1-2 months	max. 2 weeks	59 days (≈ 2 months)	n.a.

Question: On average, what is the percentage of women, who became mothers while working in the interviewed SMEs, who have taken parental leave? (in %)			
France	Germany	Austria	Sweden
70% (n=2)	75% (n=4)	100% (n=3)	94% (n=1)

Question: On average, how long is parental leave that is taken by mothers in the interviewed SMEs? (in months)			
France	Germany	Austria	Sweden
12 (n=1)	12 (n=4)	16 (n=3)	13 (n=1)

Question: On average, what is the percentage of men, who became fathers while working in the interviewed SMEs, who have taken parental leave? (in %)			
France	Germany	Austria	Sweden

²³ This data refers to women that were working before the birth of their child.

0% (n=2)	24% (n=4)	62% (n=3)	21% (n=1)
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Question: On average, how long is parental leave that is taken by fathers in the interviewed SMEs? (in months)			
France	Germany	Austria	Sweden
/	2 (n=2)	2 (n=3)	2 (n=1)

Question: What is the percentage of the interviewed SMEs that have specific measures to reintegrate mothers and fathers who return from parental leave?			
France	Germany	Austria	Sweden
33% (n=3)	75% (n=4)	0% (n=3)	0% (n=1)

Question: If there are any of the interviewed SMEs that have specific measures to reintegrate mothers and fathers who return from parental leave, which ones? (e. g. specific training programs, permanent contacts)	
France	<ul style="list-style-type: none"> As soon as a woman announces her pregnancy, an initial certificate for sick leave is issued, because she is working with substances, which are classified as dangerous. The wage agreement makes parent time possible for fathers. no periods of leave to bring up a small child classic re-entry conversations
Germany	<ul style="list-style-type: none"> re-entry conversations coming back onto the old job contact during the parent time possibility of part-time working job familiarisation: drawing the attention particularly on changes consideration is taken for mothers with children generally

8.4 Legal Framework: Parental Benefits

Parental benefits are transfer payments by the government to families in order to support the livelihood of small children. They are predominantly paid as compensation. Parental benefits are paid even if maternity leave has come to an end. The length of payments varies across the EU member states.

Question: Does your country have a parental benefits scheme?				
France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

As parental benefits widely vary across countries, please explain the length of payments and the amount of benefits paid in your country. If there are alternatives measures to parental leave or different schemes related to parental benefits, you can mention them below.

France	<p>In France, a family can have parental benefits at the birth of the second child and over:</p> <ul style="list-style-type: none"> – Two children : 129.35€/month – Three children : 295.05€/month – Four children : 460.77€/month <p>More : 165.72€ each child€/month</p> <p>When your children reach 14 years old, the family can have 64.67€ in addition. If you have only two children, you cannot have this extra for the elder.</p> <p>The family can have these parental benefits until their penultimate child is 20 years old.</p> <p>If the family has a child over 20 years old who still leaves at home, a payment of 81.78€/month is given under the condition the family received parental benefits for at least three children the previous month of his 20th birthday.</p>
Germany	<ul style="list-style-type: none"> – Parental leave allowance is regulated in the federal parental leave allowance and parent time law §§ 1-6: minimal 300,00 EUR - maximum 1.800,00 EUR – The basic parental leave allowance is paid to fathers and mothers for at most 14 months; both can freely divide the time period up between each other. A parent can take at least two and not more than twelve months for itself, gives another two months, if the other parent also participates in the support of the child and acquisition income is discontinued for the parents for at least two months. – Single parents can take 14 months parental leave allowance. – The parental leave allowance plus respects the plans for the one, which want already to work during the parental leave allowance earnings in part-time again. They get parental leave allowance (in at most half height) twice as long and can use their parental leave allowance budget better this way. The previous parental leave allowance month becomes two parental leave allowance plus months. (valid after 01.07.2015) – If both, mother and father decide to work for four months 25 to 30 hours each in the week and thus to share the time with her child at the same

	<p>time, there is an additional partnership bonus - in the form of four additional parental leave allowance plus months per parent.</p> <ul style="list-style-type: none"> – Height varies depending on net incomes before the birth of the child between 65 and 67% of the net income.
Poland	<p>There is no the parental leave allowance in Poland.</p> <p>The period of leave to bring up a small child: there is claim for a period of leave to bring up a small child for the duration of 36 months, however no longer than until the completion of the fifth year of life of the child. To use period of leave to bring up a small child, an employee must have been busy at least for six months. The period of leave to bring up a small child is unpaid in Poland.</p> <p>The education allowance is paid by the social welfare office in Poland. Every parent/guardian is theoretically entitled, who takes the period of leave to bring up a small child. However, in practice the per capita income of the family is crucial: it must not exceed the amount of PLN 574 PLN/member of the family. For handicapped or seriously handicapped children this amount lies with PLN 623/member of the family. At the moment lies the education allowance with PLN 400 monthly.</p> <p>The education allowance is paid for max. 24 months (the complete duration of the period of leave to bring up a small child). Exceptions: 1. support of twins or multiple births (max. 36 months), 2. for handicapped or seriously handicapped children the education allowance is paid for 72 months and can be applied for up to the age of majority of the child.</p> <p>Even if both parents are in the period of leave to bring up a small child, only one parent is entitled to financial assistance.</p> <p>The above-mentioned income criterion per member of the family also applies to broader forms of the family allowance (also paid by the social welfare office). The family allowance is PLN 77 per child/month for children until 6th year of life, PLN 106 for children between the 6th and 18th years of life.</p>
Austria	<p>Child care money by the state: Choice between 5 models:</p> <p>Version 30 plus 6</p> <ul style="list-style-type: none"> – 14.53 EUR per day (approx. 436 EUR per month.) – if it is used by a parent until the completion of the 30th month of life of the child – if it is used by both parents prolongation of the subscription period around that time period which the other parent has actually obtained, but maximum until the completion of the 36th month of life of the child (a parent may get for at most 30 months child care money; a change between the parents at the earnings of the child care money is at the most twice possible, therefore at most three blocks can result; minimum duration of a block: two months) <p>Version 20 plus 4</p> <ul style="list-style-type: none"> – 20.80 EUR per day (approx. 624 EUR per month.) – if it is used by a parent until the completion of the 20th month of life of the child – if it is used by both parents prolongation of the subscription period

	<p>around that time period which the other parent has actually obtained, but maximum until the completion of the 24th month of life of the child (a parent may get for at most 20 months child care money; a change between the parents at the earnings of the child care money is at the most twice possible, therefore at most three blocks can result; minimum duration of a block: two months)</p> <p>Version 15 plus 3</p> <ul style="list-style-type: none"> - 26.60 EUR per day (approx. 800 EUR per month.) - if it is used by a parent until the completion of the 15th month of life of the child - if it is used by both parents prolongation of the subscription period around that time period which the other parent has actually obtained, but maximum until the completion of the 18th month of life of the child (a parent may get for at most 15 months child care money; a change between the parents at the earnings of the child care money is at the most twice possible, therefore at most three blocks can result; minimum duration of a block: two months) <p>Version 12 plus 2 (flat.)</p> <ul style="list-style-type: none"> - 33.00 EUR per day (approx. 1.000 EUR per month.) - if it is used by a parent until the completion of the 12th month of life of the child - if it is used by both parents prolongation of the subscription period around that time period which the other parent has actually obtained, but maximum until the completion of the 14th month of life of the child (a parent may get for at most 12 months child care money; a change between the parents at the earnings of the child care money is at the most twice possible, therefore at most three blocks can result; minimum duration of a block: two months) <p>Version 12 plus 2 (income independent.)</p> <ul style="list-style-type: none"> - 80 percent of the last income, maximum 66 EUR per day (approx. 2.000 EUR per month.) - recipients of maternity allowance (- for drawers of weekly money (employees, self employed, farmers, contract public employees, free employees, insignificant employee with personal insurance): 80 per cent of the weekly money; in addition the health insurance company carries out a most efficient options calculation - for civil servants: 80 per cent of a weekly money to be calculated fictitiously; in addition the health insurance company carries out a most efficient options calculation - for fathers: 80 per cent of a weekly money calculated fictitiously; instead of the beginning of the maternity protection period the period starts 8 weeks before the calculated date of birth of the child. The health insurance company in addition carries out a most efficient options calculation - for all other ones and most efficient options calculation: calculation on the basis of the earnings accounted in the relevant tax assessment from non independent work, (if it was obtained due to an existing employment, pensions are therefore excepted, for example) from independent work, out of commercial enterprise and from country and
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	<p>forestry</p> <ul style="list-style-type: none"> – if it is used by a parent until the completion of the 12th month of life of the child – if it is used by both parents prolongation of the subscription period around that time period which the other parent has actually obtained, but maximum until the completion of the 14th month of life of the child (a parent may get for at most 12 months child care money; a change between the parents at the earnings of the child care money is at the most twice possible, therefore at most three blocks can result; minimum duration of a block: two months)
Sweden	See 8.2 Legal Framework: Parental Leave

8.5 Role Models of Women and Men

This section is dedicated to the discussion of traditional gender roles in the participating countries. Please briefly discuss the characteristics and/or behaviour typically associated with women and men in your country. Talk about the historical developments and analyse whether they disappeared or still exist today.

France	<p>During the WWII, the role of women suffered from the doctrine of Marshal Philippe Pétain, who considered that the women rights had to disappear in favour of the family. In France, this doctrine is associated with the motto “travail, famille, patrie” (work, family, homeland), which encouraged women to stay home to take care of her children and men to go to work to protect the country. Some laws were voted (like Gournot’s laws on 29th of December 1942, called “Family’s convention”) which encouraged marriages and large families while the divorce was much harder. The abortion is also forbidden and considered as a crime for high treason. Meanwhile, many trophies are given to women who had many children. In may 1941, Mothers Day is created.</p> <p>On the 21th of April 1944 voting rights are given to women.</p> <p>Education:</p> <p>The teachers are also not educated in the same way to teach different according the gender: the girls were learning swing, ironing, washing and cooking while the boys are educated to be blacksmiths, carpenters or masons.</p> <p>At school, the genders are still physically separated until 1957. After, and despite the diversity, there was no real equity on the orientation for education: women still stop earlier their education than men.</p> <p>But in 1971 there is a twist and the students who have the baccalaureate are more likely women than men.</p> <p>Work and marriage:</p> <p>In 1968, 17% of women who are married already lived with a boyfriend. In 1977, it represents 44% of women. Be married is very important for men and women in our society. The age of the marriage is one of the symbols on social and cultural mutations concerning the French society.</p> <p>In fact, from the beginning of the 20th century to 1980, men and women are married (for the first time) between an average of 20 and 24 years old. In 2013, the average age of marriage is between 30.5 and 32.3</p>
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	<p>years old.</p> <p>This is very representative of the evolution between women and men during the XXth and XXIst century: More and more women are managers in their company. Gradually, the personal and professional lives are separated.</p> <p>Family:</p> <p>In 1974, the contraception for women over 21 years old is allowed.</p> <p>In 1975, the abortion is allowed.</p> <p>In 1982, the abortion is refunded by the social care.</p> <p>In 1985, a law recognize the equity on financial and education duties on kids for the two parents.</p> <p>As we could see, the role of women and men changed a lot during the 20th century. Over the time, women gained more and more rights, which have deeply changed the way the role of the two genders is seen in our society, especially during the 30 last years. The family has changed and while women had a better education and had more and more an employment, men took gradually responsibilities in the family.</p> <p>However, despite many laws on gender equity, the gap between genders still remains very important.</p>
Germany	<p>Traditional role model of women</p> <ul style="list-style-type: none"> – influencing of the role of the woman in Germany primarily by the church – responsible for bringing up of children and housewife earned something to this in some cases – if women worked (primarily into full time), they were labelled as "un-caring mother" – Until the 1970s years the woman was in charge of her husband. He could discontinue even her job without her consent. – difference between a historical development in the FRG and in the GDR <p>Today's role model of women</p> <ul style="list-style-type: none"> – Role model has actually changed; more than half of all women in the age fit for work is working. However, they still work to large portions in the low pay sector and in part-time jobs. – In about 80 of 105 "male professions" examined by the federal institute for vocational training (BIBB) the share of female trainees is increased within the last twelve years. Among them all 25 in-demand professions. Although the increases are not very large, trend is unmistakable, on average about 0.2 percentage points per annum. Until 2015, the increases of the annual share of young women added up to over two per cent. – women still do a large part of the unpaid house, education and care work (BIBB analysis on occasion of the "girls 'and boys' Day 2016", press release 19/2016, Bonn, 26.04.2016) – "easing but not dissolution of the traditional role division" (cf. BMFSFJ study 2007: 9)

	<ul style="list-style-type: none"> - The Federal Ministry of women, senior citizens, family and youth, puts in its study "... that women got new chances and possibilities, without any restrictions or new tasks (household, education) for men (their fathers): Increase of the women on the level of the men without sacrificing anything for those." (emphasis of one's own, BMFSFJ 2007: 9) - Until has prerogative at the career - woman rather lowers her expectations even if she pursues similar aims. (cf. rp online 2013) <p>Today's role model of men</p> <ul style="list-style-type: none"> - Men shall be strong and career oriented - at the moment at which men would like to work in part-time or go in parent time this for many employer is a real problem, although it is seen as normal for women. (cf. SCHEKKER 2011)
Poland	<p>For most Poles, the family represents the highest value; therefore, the question about the possibility of the consistency of family and profession is a very important concern for many Polish families and causes its prosperity considerably. From the economic view the possibility of the consistency; let us increase the professional activity of the population and to be more precise by inclusion of professionally passive persons, which are dedicated to family obligations (primarily women). At the same time the possibility to balance employment and family supports decisions in favour of children and in this way to increase the birth rate what is extremely important from the viewpoint of the current population policy</p> <p>The until recently prevailing traditional family model in which the woman performed the functions of care and housekeeping while the economic function was falling to the man loses little by little meaning in favour of the model based on partnership.</p> <p>The attitude towards alternative family models also changes. The number of working women usually increases, the level of education of the Poles, mostly women, also. There are more and more women of the "next generation" on the labour market who have another conception of the world. However, an alternation of generations, changes in the family activity and the woman work are accompanied by low birth rates. The average age at the first birth increases: from the age group 20-24 on 25-29. The decision to have a child is put off. This increases fundamentally the danger of the so-called unintentional childlessness.</p> <p>The job situation is marked by barriers and stereotypes, which prevent access on equal terms to the occupation and professional advancement. The restrictions affect different areas of life: mental, institutional and private. They refer both on the women alone and on other protagonists on the labour market: the state, the employers, the employees. The mental barrier is based on traditional approaches, which define the roles of women and men in the family. After the birth of the child, the mother usually cares for it. She then does without the professional work for a while and the man takes on the responsibility for the maintenance of the family. This traditional procedure of the role models man and woman is reflected in the professional decisions of the women. Some of them decide to stay after the maternity leave at home. Sometimes also economic considerations or missing possibilities stand contrary to the childcare, however.</p> <p>However, within the last few years changes have occurred in the family</p>

	<p>model. A new partnership model in which two parents share not only the tasks and responsibility for the education of the children but also the responsibility for the financial situation of the family slowly develops. According to the survey is the majority of the Poles for the partnership in the family (48% of the questioned Poles are supporters of the partnership model). A study of the government assignees for the equality of 2011 points at the same time, that still more than half of the Poles (among them also young people) are the opinion that the mother shall stay after the birth at home. Both women and men are of this opinion. Only 23% of all people asked were of a different opinion.</p>	
Austria	<p>Traditional gender roles, as children and household are women's matter, still are in Austria strongly represent. There is a lack of real role examples.</p> <p>Bringing up of children and household still are experienced as private tasks. Within the last decades the education situation has improved noticeably in favour of the women, however, this does not find its expression in the job routine yet (secondary level graduates: 56%, university degrees: 53%, however, hardly women in leading positions).</p> <p>Great obstacle: Till now, generous parental leave models have hardly been the reason that men see more tasks in the private life but it offers for women also a comfortable way to retire from the working world. Re-entry is more difficult, real very aggravated hiccup in the career is the consequence.</p>	
Sweden	Parts of historical development of parental insurance from 1974-2014	
	1974	<ul style="list-style-type: none"> - Parental allowance is introduced. The benefit is 90 percent of salary for 180 days and must be used before the child is 8 years old. - Parental insurance replaces the previous maternity insurance. Men are entitled to be reimbursed for care of children on the same terms as woman. Sickness benefit for sick children was introduced. 10 days per family per year for children under 10 years. The benefit is 90 percent of salary.
	1980	<ul style="list-style-type: none"> - Maternity allowance is introduced and includes women who have been physically exhausting work. It can be given from the 60th to the 11th day prior to delivery. - Temporary allowance can be utilized for 60 days per child per year; the age limit is raised to 12 years. - The father is entitled to parental benefit for 10 days in connection with childbirth, with an allowance of 90 percent of salary.
	1995	<ul style="list-style-type: none"> - "Mummy / daddy month" is introduced and the number of parental leave days increased to 450. Each parent has 30 days and cannot be transferred to the other parent. The compensation is 90 percent of salary. - The right to temporary parental benefit can be transferred to another person to care for the child when the child is sick instead of the parent.
	1996	<ul style="list-style-type: none"> - Compensation during "mummy / daddy month" is lowered to 85 percent. Of 390 days; 300 with 75 per cent of salary and

		90 with the guaranteed amount. – Temporary allowance and maternity allowance is reduced to 75 percent of salary.
	1997	– The compensation for "mummy / daddy month" reduced further to 75 percent.
	2002	– Parental leave is extended by 30 so-called sick leave days to 480 days. 60 days are reserved for each parent and is not transferable.
	2008	– Gender equality bonus: tax deductions imposed upon withdrawal of the parental allowance. The maximum bonus can be given about these days shared equally. – Municipalities are authorized to impose a municipal childcare allowance for children aged 1-3 years for children who do not use publicly funded childcare.
	2010	– For single parents who are sick and unable to care for their child (under 3 years) introduced the ability to allow any other person who stays home from work to receive temporary parental benefit for the care of the child.
	2012	– Double Days introduced in the parental allowance. Parents are entitled to take parental simultaneously in 30 days during the child's first year.
	2014	– The limit for parental payment extended to 12 years. The 390 days of parental benefit at sickness benefit level and the 90 days on the lowest level divided by half to each parent.

8.6 Child Care

How is childcare regulated in your country?²⁴ Please check whether the different kinds of childcare listed below exist in your country. Subsequently, you have the option to add any other kinds of childcare that exist in your country. If you use this option, please briefly describe each of them.

	France	Germany	Poland	Sweden	Austria
Day nursery ²⁵	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Kindergarten	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
After-school care ²⁶	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Play groups	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Day care (nannies)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Day school ²⁷	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

²⁴ The following forms of child care are excluded from this analysis: schools, boarding schools, and children's homes.

²⁵ Special kind of child care for infants and toddlers.

²⁶ This kind of child care integrates to formal schooling and takes places in the afternoon.

Day trips ²⁸	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Toddlers' group/play group	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family centre (+ contact point for families)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nanny	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Babysitting	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Au pair	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervised playgrounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

²⁷ Day schools are an alternative to after-school care clubs. Students are taken care off over large parts of the day.

²⁸ Day trips describe day care of children during school holidays. They can take place on individual days or over a couple of days during the week.

8.7 Legal Framework: Child Care

Question: Does a legal entitlement to childcare exist in your country?				
France	Germany	Poland	Sweden	Austria
<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

If so, what does this right entail? Please explain the financial framework of the childcare and whether or not different requirements apply for children at different ages. If there are any additional incentives for childcare, you can also explain them here.

France	<ul style="list-style-type: none"> – in a public structure (or in a certified structure), parents benefit of very low costs thanks to the grants of many public organizations. <p>Moreover, they can have (under conditions) a financial allowance for:</p> <ul style="list-style-type: none"> – hiring a personal childminder or using a certified organization – being an “isolated parent” unemployed <p>They also can have a tax credit for nannies and babysitters.</p>
Germany	<p>Law for the promotion of children under 3 years of age in day facilities and in children's day care (child support law - KiföG.)</p> <ul style="list-style-type: none"> – since August 1st, 2013 all children after reaching the age of 1 have the right to use a childcare place – Furthermore, the KiföG defines that also for parents who wants to look after their children under 3 years of age, a monthly payment (support money) shall be introduced as of 2013.
Poland	<p>The organisation of the care for small children is task of the municipalities.</p> <p>The municipality must guarantee a place for every child which completes the 5th year of life in the respective calendar year as well as for every 6-year which was not registered at school and which continues pre-school education in a nursery school.</p> <p>Until 2015 all 4-years-old and until 2017 all 3-year-old children shall get a place in a day-nursery/kindergarten.</p> <p>The so-called recruitment law defines the rules of the recruitment for public kindergarten and schools since 2014:</p> <p>Kindergarten: children are primarily taken from the respective municipality. If there are more candidates than places, a recruitment is carried out: at first children are taken with handicaps or with a parent or brothers and sisters with a handicap, then from large families with at least three children, children in foster homes and of single parents. All these criteria are equal. For other children additional criteria, which are fixed by the municipality, are regarded as a priority among this: children of employed parents (parent). Another criterion can be the income. If there remain free seats after the recruitment, the municipality can take children from outside (according to the above-mentioned rules of the recruitment).</p> <p>Besides day-nursery and kindergarten there are further forms of child care since 2011: child clubs and child minders (care for children at home and are paid by the municipalities), also nannies can be em-</p>

	ployed legally (the government takes on the costs for the national insurance, however only in the amount of the legal minimum wage).
Austria	With the beginning of the 5th year of life in the year before school enrolment there is an obligation to attend semi-diurnal the kindergarten – it is free of charge for the families; a second obligatory year is under consideration.
Sweden	<p>Childcare is included in the Education Act since 1998. According to the Education Act, all municipalities are obliged to offer parents childcare from the child's first year to the day before their 13th birthday. This Act has "forced" municipalities to expand its childcare even if they did not have enough money or staff.</p> <p>Since 1 July 2011, a new Preschool Act entitles all three-year olds to attend preschool.</p> <p>Day-care for each child cost around 160 000 SEK per year. In Sweden most of the cost for childcare is covered by the tax. Still parents must pay a fee to have their children at day-care/preschool. The fee depends on the household income per year. It also depends on how many children you have and in which municipality you live in. A maximum fee is approximately 1260 SEK</p>

8.8 Effective Condition of Child Care

Regardless of any legal entitlement to childcare, this section analyses the effective condition of childcare. The analysis provides the basis to evaluate the need for flexible working hours, such as part-time employment or home office.

Question: Does your country provide enough places for the care of children under the age of 3?				
France	Germany	Poland	Sweden	Austria
<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no

Question: Does your country provide enough places for the care of children aged 3 and above?				
France	Germany	Poland	Sweden	Austria
<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no

Question: What is the percentage of children under the age of 3 accommodated in public or private care?				
France	Germany	Poland	Sweden	Austria
15.8 %	29.3 % (public)	3.0 %	50.0 %	23,8 %

Question: What is the percentage of children aged 3 and above accommodated in public or private care?				
France	Germany	Poland	Sweden	Austria
100.0 % of children over the age of 3 go to school.	n.a.	54.0 %	95.0 %	92.0 %

If the percentages are low or do not meet the legal standards, please elaborate on the possible reason below.

France	<p>In France, a place in public or private care costs more than a place in a Day care with a nannie. It is a paradox because a public or private collective care host more children than a day care.</p> <p>This paradox would be caused by an over-regulation on the hosting conditions in public or private collective care compared to the other kinds of childcare. This over-regulation causes many financial problems (need a lot of money to adapt the reception conditions)</p>
Germany	<ul style="list-style-type: none"> - additional information: child until 1 year: 2.7%, child of 1-2 year 30.8%, child of 2-3 year 53.9% - essential difference between the west and Eastern Germany due to the historical development: more kindergarten in Eastern Germany available because it was normal that the mother works at the latest a year after the birth of her child again. - under 30% actual care quota for children less than 3 year, approx. 40% of the parents need a support place for their child
Poland	<p>The latest report of the European Commission on the care and education of children in the pre-school age does not leave any doubts open: almost 40% of Polish children goes to neither day-nursery nor kindergarten before the enrolment in elementary school - this is one of the worst results in Europe.</p> <p>The number of places in day nurseries is far too low to care only for half of the children. In accordance with the latest data out of the ministry for education, there are 8.400 public and 1.600 private kindergarten in Poland. With approx. 1.6 million children in the pre-school age this means, that only 40% of the children find a place there.</p> <p>Parents want to place their children in a public day nursery but there are not enough places. Only private facilities then remain, however, this is a considerable load for the housekeeping money. This situation is so common that it became a serious social problem meanwhile.</p> <p>Many women are torn between earning money and staying at home. In this situation, many Polish mothers rely on the support of the family.</p>

Question: What is the percentage of the interviewed SMEs that support their employees with regard to childcare?			
France	Germany	Austria	Sweden
60% (n=5)	75% (n=4)	67% (n=3)	100% (n=4)

Question: If so, how do they support them? (e.g. by granting benefits for public or private child care, assistance in finding suitable child care, in-house day-care)	
France	<ul style="list-style-type: none"> • customizations of the work and opening hours • participation in the financing of a kindergarten • flexible solutions with regard to the working time
Germany	<ul style="list-style-type: none"> • take-over of max. 90 EUR/month child care costs for a private child care • childcare room: when required every employee can take her/his child to the enterprise. • emergency plan for the child care by employees • support at the organisation of a day-nursery places • day-nursery subsidy (general) • temporal flexibility
Austria	<ul style="list-style-type: none"> • new small child care facility at the company compound in a concrete planning (already approved) • when required non-bureaucratic time balancing
Sweden	<ul style="list-style-type: none"> • flexible workhours • meetings held within the work hours and keeping the deadlines • working from home if the job task allows it

8.9 (Part-time) Employment for Parents

This section is about general employment for parents, but it also deals with part-time employment of mothers and fathers. It is noteworthy that mothers are more inclined to take part-time jobs in comparison to fathers and that the traditional role of women as a homemaker and mother persists in some regions in Europe.

Question: What is the percentage of ...?					
	France	Germany	Poland	Sweden	Austria
... permanently employed fathers at working age?	60.0 %	82.6 % (<3 years)	90.0 % (< 5 years)	74.0 %	96 %
... permanently employed	n.a.	31.5 % (<3	61.0 %	42.0 %	79 %

mothers at working age?		years)	(< 5 years)		
... fathers at working age in part-time jobs?	n.a.	6.6 % (<6 years)	n.a.	11.0 %	8.2 %
... mothers at working age in part-time jobs?	31.0 %	64.0 % (< 6 years)	n.a.	30.0 %	49.7 %

Question: What is the percentage of ...?				
	France	Germany	Austria	Sweden
... fathers at working age in part-time jobs in the interviewed SMEs?	0% (n=3)	8% (n=4)	3% (n=3)	11% (n=1)
... mothers at working age in part-time jobs in the interviewed SMEs?	12% (n=3)	31% (n=4)	68% (n=3)	30% (n=1)

Question: What is the average of ...?				
	France	Germany	Austria	Sweden
... hours per week that men in part-time jobs with children work in the SMEs?	30 (n=1)	28 (n=2)	25 (n=3)	32 (n=1)
... hours per week that women in part-time jobs with children work in the SMEs?	24 (n=2)	30 (n=4)	21 (n=3)	20 (n=1)