

# THE FIELD-SPECIFIC ENABLING ENVIRONMENT GUIDELINES

SUMMARY OF KEY RECOMMENDATIONS FOR ORGANIZATION

Photo: UN Women/Benoît Almeras

**The objective of the Field-specific Enabling Environment Guidelines is to provide tailored guidance for personnel in the field, especially in mission settings, to help increase the representation of women and accelerate efforts to reach parity in the UN system.**

**Each thematic chapter provides a series of recommendations and good examples for the organization, managers and personnel at the individual level. Here you can find a summary of the key recommendations for the organization.**

Acknowledging that no UN entity or field mission is structured in an identical way, the recommendations for the organization level may be implemented by different parts of organization, ranging from senior leadership to Human Resources personnel and Security Managements Teams. This will be for each entity and field mission to define and decide upon.

## Professional and personal life integration

- Standardize parental leave: provide all parents post-birth paid leave of six months and allow an additional six months of parental leave for staff in non-family duty stations.
- Establish an on-site nursery or crèche in coordination with other UN agencies wherever feasible, or,

alternatively, providing a percentage reimbursement of costs for childcare where there is no such facility.

- Ensure that an appropriate lactation space is in place.
- Promote the use of flexible working arrangements for all personnel and facilitate the availability of technology to enable regular as well as emergency teleworking.
- Support women with or without partners and/or children to move to the field. Expand opportunities for partner employment and facilitate mobility of dual UN career couples.

## Standards of conduct

- Align entity policies with and expand upon the United Nations System Model Policy on Sexual Harassment.
- Use the tools developed by the CEB Task Force on addressing sexual harassment within the organizations of the United Nations system, including the UN system's Model Code of Conduct to Prevent Harassment, Including Sexual Harassment, at United Nations System events, both in-person and online.
- Organize campaigns to raise awareness of UN values, standards of conduct and a victim-/survivor-centred approach.
- Provide clear guidance and policies for managers and all personnel, and conduct context-specific inclusion and diversity training for all personnel.
- Appoint specific Focal Points for Gender, Conduct and Discipline, LGBTIQ+ issues, Disability Inclusion, Racism

and Ethnicity-based Discrimination, and Respectful Workplace.

- Improve accessibility and inclusion in line with the UN Disability Inclusion Strategy.

## Security and safety

- Ensure compliance with existing UNSMS gender-responsive security and safety policies.
- Complete and disseminate the Aide Memoire for Immediate Response to Gender-based Security Incidents.
- Allocate sufficient resources for gender and disability inclusion in security risk management.
- Provide appropriate security and safety equipment for personnel, such as radios and phones.
- Inform and engage all personnel about gender-responsive security and safety threats, risks and measures and provide regular, accessible and safe spaces for personnel to discuss concerns.
- Conduct gender-responsive training for all personnel and implement security and safety training courses adapted to local needs. Include family members in security and other pre-deployment trainings.



Photo: UN Women/MONUSCO

## Occupational safety and well-being

- Provide access to women's health professionals and female doctors and nurses, including at least one female gynecologist.
- Provide gender-responsive and accessible psychosocial and support services.
- Implement an internal communications campaign to tackle possible stigma around health conditions.
- Provide access to first aid kits and training in the office and regions to equip everyone with first response skills, the tools available in the missions and offices, and instructions about who to approach when asking for help.

## Recruitment, talent management and retention

- Use inclusive vacancy announcements to attract a wider candidate pool and strengthen targeted outreach to potential women candidates to the field, for instance through specific networks.
- Ensure accessibility of job application websites and offer reasonable accommodation.
- Conduct outreach to women National Officers and allow them to apply for International Professional positions.
- Implement temporary special measures for achieving gender parity.
- Enhance career development support such as office-specific or cross-agency career development programmes, including coaching, mentoring and special assignments for skills development.
- Encourage rotation initiatives and mobility between family and non-family duty stations. Be conscious of the different needs of personnel.
- Install tracking mechanisms and data collection to capture the representation of personnel from underrepresented groups.

**For further recommendations, please refer to the Field-specific Enabling Environment Guidelines.**