



ESCOLA NACIONAL DE
BOMBEIROS

REUNIÃO DE DIRECÇÃO
dia 20/07/2023
deliberado no ponto 50 da acta 10

GENDER EQUALITY PLAN

2023/2027

Contents

Framework.....	3
Context.....	4
Objectives of the Plan.....	4
Strategy, Mission and Values	5
Action Plan for Gender Equality	6
Evaluation and Monitoring of the Plan	10



Framework

Equality between men and women, as a principle of citizenship, is enshrined in the Constitution of the Portuguese Republic, and its promotion is one of the fundamental tasks of the Portuguese State.

To comply with the current national legislation and additionally develop positive actions that contribute to promoting gender equality, the National Fire Service School (ENB) has prepared this Plan, which is aligned with the recommendations of some supranational bodies, namely the European Commission (Horizon Europe).

In addition, ENB expresses the principles of gender equality in its strategic documents.

Gender equality in access, retention and promotion in the Fire Service sector has seen significant improvements over the last few years, shown by a considerable increase in women joining the Fire Service and subsequently undertaking training through ENB.

Context

On 1 July 2023, ENB Staff had the following distribution:

- Distribution of the number of Employees by gender - Women and Men

Total number of employees	95	%
Women	47	49.5
Men	48	50.5

- Distribution by Career - Women and Men

Careers	Women	Men
Managers	0	3
Senior technician	13	5
Teaching staff	6	22
Professional technician	3	4
Technical Assistant	24	4
Operational assistant	1	10

- Distribution by Academic Qualification - Women and Men

Educational Qualification	Women	Men
Higher Education	24	18
Up to 12th grade	23	30

Objectives of the Plan

ENB's Gender Equality Plan aims to:

1. Ensure all forms of non-discrimination between men and women, giving both the same opportunities in access to work, employment, vocational training and career development;

2. Oppose any form of discrimination based on gender, nationality, ethnicity, religion, sexual orientation or any other, in recruitment processes and in their personal development;
3. Adopt internal policies and procedures for the promotion of gender equality, equal opportunities, and non-discrimination.

Strategy, Mission and Values

ENB has listed a set of actions that must be verified in terms of gender equality, equal opportunities and non-discrimination, considered essential in the Institution, defining the respective axes, objectives, measures, actions and responsible area.

The involvement of those responsible for all areas of the ENB is considered essential for its implementation. All managers (Directors, Department Directors, Coordinators of Centres, Services, Offices and Technical Areas), ensure their involvement in the pursuit of the objectives listed in this Plan, in terms of ensuring the policies defined for gender equality.

To this end, ENB will:

- Disseminate the defined measures throughout the organisation;
- Ensure the involvement of those responsible, and provide them with the necessary training to enable them to achieve the objectives in terms of gender equality;
- Conduct briefings for managers and other staff from all operational and cross-cutting areas of ENB;
- Establish a Commission to monitor this Plan, clearly identifying its competences.

The implementation of this Gender Equality Plan is supported by ENB Board.

Action Plan for Gender Equality

ENB intends with this Plan to implement the following measures:

- Reduce gender discrimination;
- Promote gender equality in access and career development;
- Promote reconciliation between work and personal life.

Therefore, ENB presents its Plan, proposing to act in the following axes:

AXIS 1 - RECRUITMENT: EQUAL ACCESS TO EMPLOYMENT

This axis is reflected in the recruitment and selection (R&S) of employees. Thus, the R&S process must be guided by the principle of equality and non-discrimination based on gender, valuing equally the skills, needs and responsibilities of women and men.

AXIS 2 - TRAINING: INITIAL AND CONTINUING TRAINING

This axis aims to give the same learning opportunities to employees, both women and men, in their career path by providing them with the same skills and competences.

AXIS 3 - EQUALITY IN CAREER AND WORKING CONDITIONS

This axis aims to give the same conditions of access to professional careers, without any discrimination based on gender, only based on principles of meritocracy.

AXIS 4 - WORK-LIFE BALANCE

This axis aims to organise employees' working time as a regulator of work-life balance, as well as to define the existence of certain health and well-being benefits that can contribute to this balance.

AXIS 5 - PREVENTING AND COMBATING GENDER-BASED VIOLENCE

This axis aims to implement measures and policies that ensure the prevention of practices that offend the physical and moral integrity of employees, as well as their honour and dignity.

In this context, ENB has defined for each of the axes the objectives, measures, actions, and the area responsible for their implementation.

AXIS 1 - RECRUITMENT: EQUAL ACCESS TO EMPLOYMENT			
OBJECTIVE	MEASURES	ACTIONS	RESPONSIBLE AREA
<p>1. Provide for a fairer and more equal recruitment and selection of men and women;</p> <p>2. Encourage a culture of gender equality by ensuring respect for the principle of equality and non-discrimination based on gender.</p>	<p>1. Promote awareness-raising actions aimed at those responsible for recruitment and selection, with a view to non-discrimination based on gender, trying to maintain a balance in the selection of men and women;</p> <p>2. Encourage the recruitment and selection of men and women for roles where they are under-represented.</p>	<p>1. Carry out awareness-raising activities for staff responsible for recruitment;</p> <p>2. Develop programmes dedicated to attracting the under-represented gender to certain roles.</p>	Human Resources Directorate (HRD)
AXIS 2 - TRAINING: INITIAL AND CONTINUING TRAINING			
OBJECTIVE	MEASURES	ACTIONS	RESPONSIBLE AREA
<p>1. Promote a culture of equality between men and women;</p> <p>2. Promote a culture of equality in the workplace by providing training in working practices according to job roles;</p> <p>3. Provide balanced access for men and women to management positions.</p>	<p>1. Ensure that training on gender equality and non-discrimination is included in the continuous training plan;</p> <p>2. Ensure that both genders have access to the minimum number of hours of certified training for the performance of their duties;</p> <p>3. Ensure leadership training for both genders for management roles;</p> <p>4. Enable student-worker status for all employees who wish to pursue further studies.</p>	<p>1. Develop programme content on gender equality;</p> <p>2. Promote distance learning to ensure equal accessibility for all employees and avoid dropouts;</p> <p>3. Encourage the balanced participation of men and women in management positions;</p> <p>4. Promote access to study progression for all employees.</p>	HRD

AXIS 3 - EQUALITY IN CAREER AND WORKING CONDITIONS			
OBJECTIVE	MEASURES	ACTIONS	RESPONSIBLE AREA
<p>1. Encourage the balanced participation of women and men in management positions;</p> <p>2. Provide gender equality in career progression and development;</p> <p>3. Monitor the evolution of the gender composition of management positions.</p>	<p>1. Identify women and men with high potential who may be able to occupy management positions to be given the opportunity to occupy these positions;</p> <p>2. Define succession plans, and establish rules that provide non-discriminatory access to open positions;</p> <p>3. Provide equal opportunities for both men and women to participate in international and national projects, without gender discrimination.</p>	<p>1. Identify the number of women and men in management positions;</p> <p>2. Create procedures governing the promotion of employees to management positions and in succession processes;</p> <p>3. Conduct performance appraisals based on objective criteria common to both men and women, in order to exclude gender discrimination;</p> <p>4. Define attendance and representation at international and national events ensuring gender equality.</p>	ENB Board
AXIS 4 - WORK-LIFE BALANCE			
OBJECTIVE	MEASURES	ACTIONS	RESPONSIBLE AREA
<p>1. Promote the reconciliation of employees' professional and personal lives, with a view to facilitating employees' daily working life and reflecting on the other dimensions of each employee's life.</p>	<p>1. Creation of conditions for flexible working hours labour;</p> <p>2. Promote teleworking where possible;</p> <p>3. Restrict the sending of emails and telephone contacts between superiors and employees outside working hours, except in case of urgency;</p>	<p>1. Create and implement procedures that unambiguously regulate work-life balance measures;</p> <p>2. Adaptation of IT equipment to enable teleworking;</p> <p>3. Prepare the report with the percentages of employees who adhered to the defined measures.</p>	ENB Board and HRD



ESCOLA NACIONAL DE
BOMBEIROS

	<p>4. Establish certain benefits such as protocols with service providers (higher education, medical clinics, gyms, among others) where more affordable prices can be established for employees;</p> <p>5. Encourage video conferences as a way of reducing travel to ENB.</p>	<p>4. Publicise existing protocols with service providers on the intranet and by email so that all employees can take advantage of the benefits.</p>	
AXIS 5 - PREVENTING AND COMBATING GENDER-BASED VIOLENCE			
OBJECTIVE	MEASURES	ACTIONS	RESPONSIBLE AREA
<p>1. Prevent discrimination and combating the various types of harassment and violence against all people levels;</p> <p>2. Define, implement and disseminate a code of conduct for diversity and gender equality;</p> <p>3. Ensure an organisational environment based on respect for the integrity and dignity of the people who work and study at ENB.</p>	<p>1. Increased awareness what discrimination and harassment behaviours are in order to inhibit their emergence in the institution and/or their elimination.</p> <p>2. Creating a code of conduct of business for diversity and gender equality and publicising of the same on the ENB website.</p> <p>3. Integrate content on the various types of harassment and gender-based violence into the regular training practices of all employees and trainees.</p>	<p>1. Carrying out information dissemination actions to prevent and combat the various types of harassment and gender-based violence;</p> <p>2. Creation and dissemination a code of conduct for preventing and combating various types of harassment and violence;</p> <p>3. Establishment of specific procedures for reporting and/ or submitting complaint in case of discrimination, harassment and other forms of (gender-based) violence in the workplace.</p>	HRD

Evaluation and Monitoring of the Plan

For evaluating and monitoring the Gender Equality Plan, ENB has decided to setup a Commission, which includes:

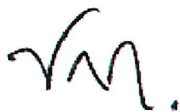
- 1 Employee of the Human Resources Directorate;
- 1 Employee of the Quality Office;
- 1 Employee representative from the different ENB careers.

This Commission aims to:

- Review the measures and actions set out in the Plan every six months;
- Ensure compliance with the Plan;
- Monitor the degree of implementation of the actions foreseen in it;
- Inform the ENB Board of the progress of the Plan through a half-yearly report;
- Propose other actions that it considers relevant for the fulfilment of Gender Equality.

Sintra, 20 July 2023

The President of the Board of ENB



Dr Vítor Reis