STANDARD SUMMARY PROJECT FICHE

1. Basic Information

1.1 Désirée Number: CZ 01-08-01
   Twinning Number: CZ01/IB/SO/01
1.2 Title: Improvement of the public institutional mechanism for applying, enforcing and monitoring equal treatment for men and women
1.3 Sector: Social Affairs
1.4 Location: Ministry of Labour and Social Affairs; Czech Republic, Prague

2. Objectives

2.1 Wider Objective(s):
   • The project’s objective is to enable the Czech Republic to pursue the EU Acquis regarding the Policy of Equal Opportunities for men and women in practise.
   • To fulfil National Strategy for Equal Treatment for men women.

2.2 Immediate Objective:
   • To assist the Czech Republic to comply with its obligations under Community Law and Policy regarding Equal Opportunities for men and women.
   • To transform and improve the existing institutional structure and systems dealing with equal opportunities in order to fully apply, enforced and monitor the relevant EC acquis by the time of Accession.

2.3 Accession Partnership and NPAA priority

The Accession Partnership (February 2000) highlights the following priorities:
   • transpose and implement EU legislation in the field of equal treatment of women and men;
   • reinforce the related administrative structures.

The NPAA (July 2000) highlights the need that:
   • into relations to the approved amendments to the Act on Employment and the Labour Code methodological instructions and procedures for the inspection activity of the labour inspectorate will be prepared to ensure that the Directives regarding equal opportunities for men and women are fully enforced;
   • equal remuneration for men and women has been provided by the Act on Wages and the Act on Salaries; in 2001-2002 implementing regulations and a methodology will be prepared for practical enforcement of the law for equal remuneration and evaluation of work in the event of disputes on equal remuneration.

3. Description

3.1 Background and justification:
   In 1998 the Czech Republic’s Government declared its clear intention to contribute to despatch barriers, which do not allow women to reach comparable position as men. Minister of Labour and Social Affairs was entrusted with national co-
ordination of equal opportunities policy. The national machinery focused exclusively on the Equal Opportunities Policy consists of the Division of Equality between women and men within the MoLSA, Consultative Inter-Ministerial Committee for equality of men and women, the Section for Equal Opportunities within Council for Human Rights. There are app. 30 non governmental organisations. The other administrative and judicial structures dealing with the Equal Opportunities Law and Policy are: general labour inspection bodies (labour offices, labour inspectorates and hygienic services) which enforce labour legislation incl. laws on equal opportunities at work; furthermore, there are general courts of justice and the Constitutional Court which are the last resorts where people can ask for protection of equal opportunities.

Concerning the transposition of the acquis the Czech Republic has transposed most of relevant EC Regulations (see Annex 1) but there is a lack of professional capacity for introduction and enforcement in practice. In spite of positive development during the recent 3 years, the existing machinery does not seem to be sufficient enough, having in mind institutional framework foreseen by the final documents adopted during the recent Special Session of the UN General Assembly (“Beijing+5”) as well as various state, semi-state, regional, municipal and non-governmental structures for implementation of the equal opportunities law and policy in the EU Member states.

These circumstances, insufficient institutional structure of equal opportunity policy, lack of adequately trained state officials and public officials in regional and municipal authorities, lack of brochures and manuals, low level of public awareness and upcoming accession of the Czech Republic to the European Union led to this project idea. This project should contribute to setting up appropriate institutional capacity for implementation and enforcement of the acquis.

3.2 Linked activities:
This is the first project of the Czech Republic aimed to the equal opportunities between men and women within Phare programme.

In spring 1999 the Czech Republic entered into Fourth medium-term Community action programme on equal opportunities for women and men (1996-2000). In the framework of this Community programme CR submitted three projects which were approved by EC. The first one is „Equal opportunities – the integral part of the Czech politics on its way to the EU“ from the company EuroProfis.

The purpose of the project is to train officials from selected Ministries in the field of equal opportunity for men and women (methods of “gender mainstreaming”). First phase of this project has been already launched. The second project is „Czech Women’s Union Towards equal opportunities (equal opportunities on the labour market)“4. The aim of this project is empowering women and contributing to elimination of discrimination of women on the labour market. A part of the project is the training of trainers, survey on equality on the labour market in CR and monitoring.

This project was initiated in November 2000. The last one “International Women’s Forum 2000 - Time is Life – Equality between fe-male principles and values” is implemented by GAIA - independent civic association. The aim of the project is to
organise the above mentioned conference, to explain feminine values relating to the environmental issues and to facilitate open discussions. Other activities – handbook-brochure, local seminars, exhibitions etc. This all will prepare changes relating more women in decision making positions in the Czech Republic.

The Czech Republic submitted recently the project „Preparation of the Equal opportunity Law between men and women“ within the framework of Council of Europe Programme on support of human rights and democracy development with the aim to start its realisation in the third quarter of 2001. This project is aimed at consolidating already existing harmonised, however rather fragmented Czech legislation in the field of Equal opportunity between men and women.

3.3 Results:
Anticipated results of this project are:

• assessment of current situation and elaboration of proposals for setting up an institutional structure for equal opportunities between men and women which will be the most suitable for the Czech Republic;

• Recommendations based on analyses of best practice of institutional structures formulated and passed to the Czech side for approval (including recommendation of creating Appeal Body);

• 200 officials (who will be daily implement gender policy in their work) trained on Equal Treatment in the form of seminars and manual delivery, A set of training modules on enforcement made available and delivered to 100 selected officials (who will be at the management level/position and should incorporate gender policy into the conception of institutions);

These (100+200) officials will be staff of different institutions (Ministries, Local Offices, Labour Offices etc.- depending on the Public Administration Reform results, they will be selected on the basis of EU experts analyses). Moreover, part of these officials trained will be able due to this project to train other officials (training of trainers);

3 general and 1 targeted sets of evaluation criteria and tests based on the manuals and modules

• developed manuals and handbooks both for officials and for legal public and also strengthened media impact in the field of equal opportunities between men and women.
  - 3 sets of manuals related to the key aspects of Equal Treatment drafted will be for disposal of relevant staff at involved institutions to work with, including various separate accompanying information brochures targeted at the lay, public;
  - 10,000 information brochures distributed to all labour and municipal offices.

3.4 Activities:
• Undertake comparative studies and carry out analyses of EU systems in order to propose optimum system in the Czech Republic;

Draft recommendation based on analyses of best practice of institutional structures formulated and passed to the Czech side for approval (including recommendation of creating Appeal Body);

Provide targeted seminars and training on equal treatment issues (for 100+200 people in total - These officials will be staff of different institutions - Ministries, Local Offices, Labour Offices etc.- depending on the Public Administration Reform results, they will be selected on the basis of EU experts analyses); Establish the system of monitoring equal treatment;

Produce an instruction manual related to the key aspects of Equal Treatment targeted at the relevant staff at involved institutions to work with;

Provide subsequent training on the manual for the relevant officials;

Produce training modules, evaluation criteria and final test.

**Twinning** will be used for this project and following experts must be available for performance of whole project:

A one year **Pre-Accession Adviser** (PAA), who will be located in MoLSA to undertake comparative studies and analyses of EU institutional systems in order to propose optimum system for the CR; applying equal treatment for men and women. The PAA, who will co-ordinate the inputs of a series of short-term experts and oversee all aspects of project implementation, should have senior management experience and necessary skills from working in relevant institution acting in the field of equal treatment in EU Member State;

6 short term experts in total for providing targeted and seminar training for 300 people in equal treatment issues:

- 4 experts - 2 for application and 2 for enforcement, all for 2 man-months each (8 man-months in total): Scope will include training components, evaluation criteria and certification test, legal aspects, methods of application, individual rights, implementation and procedures, all of which will be incorporated into detailed instruction manuals for officials and general information for the public, which will also be produced;

- 1 expert for establishing the system for monitoring equal treatment (2 man-months), and producing an instruction manual targeted at the relevant staff; the subsequent training of relevant selected officials, evaluation criteria and final test;

- 1 expert for the production of a short course of training modules in targeted procedural aspects of enforcing equal treatment rights; the subsequent training of relevant selected officials, evaluation criteria and final test (3 man-months).

4. **Institutional Framework**

**Ministry of Labour and Social Affairs (MoLSA)**

MoLSA is a central department of the State administration and is responsible for labour relations, occupational safety, employment and training, equality between men women, collective bargaining, civil service, wages and other forms of remuneration, pensions and sickness insurance, social protection, family and child affairs, care for vulnerable groups and other issues of wage and social policy. The
issue of equality between men and women is ensured by the Division of Equality for Men and Women within the framework of Department for European Integration and International Relations. The MoLSA officials will play an active role in approving recommendations for institutional structures and all experts sufficient qualified in the necessary tasks.

**Inter-institutional Committee for equal opportunities for men and women**

In this Committee there are representatives of all ministries of the Czech Government and this body will be responsible for overall monitoring and supervision of the project.

The outputs of this project will help to improve institutional system, which will correspond to EU systems and will be able to apply, enforce and monitor equal treatment for men and women.

Detailed institutional framework depend on the outputs of Public Administration Reform.

### 5. Detailed Budget in M €

<table>
<thead>
<tr>
<th>Phare</th>
<th>Support</th>
<th>Total Phare (=I+IB)</th>
<th>National Cofinancing</th>
<th>IFI</th>
<th>TOTAL</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Investment Support</td>
<td>Institution Building</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Contract 1</td>
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<td>0.7</td>
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</tr>
<tr>
<td>Total</td>
<td>0.7</td>
<td>0.7</td>
<td>0.3</td>
<td></td>
<td>1.0</td>
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</tbody>
</table>

*The Czech co-financing will be realised i.a.: organisation of international conference, seminars, workshops, press conferences, PR campaign (billboards, leaflets, brochures, TV/radio spots, web presentation etc.), publication of instruction manuals.*

### 6. Implementation Arrangements

#### 6.1 Implementing Agency

The CFCU will be the Implementing Agency. Project implementation will be under direct responsibility and co-ordination of the Ministry of Labour and Social Affairs and National Training Fund.

#### 6.2 Twinning

Beneficiary institution will be MoLSA and other public administration bodies. The Contact person for MoLSA is **Mr Miroslav Fuchs**, Director of the European Integration and International Relations Department, tel. +420 2 21922300, fax +420 2 21922223, e-mail: miroslav.fuchs@mpsv.cz

#### 6.3 Non-standard aspects:

- Practical Guide will be strictly followed.

#### 6.4 Contracts

(1) Contract – Twinning Covenant 0.7 MEUR.

### 7. Implementation Schedule

- 7.1 Start of tendering/call for proposals: 9/2001
- 7.2 Start of project activity: 2/2002
7.3 Project Completion : 9/2003

8. **Equal Opportunity**
   Equal opportunity principles and practices in ensuring equitable gender participation in the Project will be guaranteed.
   The project itself is oriented to the field which forms an integral part of equal opportunities for men and women. Its objective is an improvement of institutional framework which will contribute to the equal treatment of men and women (improvement of implementation, enforcement and monitoring of equal treatment of men and women), raising public awareness of equal opportunities policy and thus positive influencing the public sensitivity to the equality of men and women, and contribution to the change of stereotypes of behaviour.

9. **Environment** Not applicable
10. **Rates of return** Not applicable
11. **Investment criteria** Not applicable

12. **Conditionality and sequencing**
   Amended Labour Code, which will implement special provisions from the field of equality between men and women in the labour relations. This Labour Code will be effective from 1 January 2001.

**ANNEXES TO PROJECT FICHE**
1. Logical framework matrix in standard format
2. Detailed implementation chart
3. Contracting and disbursement schedule by quarter for full duration of programme (including disbursement period)
4. Reference to feasibility / pre-feasibility studies. For all investment projects, the executive summary of the economic and financial appraisals, and the environmental impact assessment should be attached (compulsory)
5. List of relevant Laws and Regulations (optional)
### LOGFRAME PLANNING MATRIX FOR

**Project** : Improvement of the public institutional mechanism for applying, enforcing and monitoring equal treatment for men and women

**Programme name and number:** CZ01-08-01

**Contracting period:** 31/10/2003

**Disbursement period:** 31/10/2004

**Total Budget:** 1M €

**Phare contribution:** 0.7M €

<table>
<thead>
<tr>
<th>Overall objective</th>
<th>Objectively verifiable indicators</th>
<th>Sources of verification</th>
</tr>
</thead>
<tbody>
<tr>
<td>• The Czech Republic has achieved stability of institutions guaranteeing democracy, the rule of law, human rights and respect for and protection of minorities; • The Czech Republic fulfils the National Strategy for Equal Treatment for men and women</td>
<td>• Acknowledgement by the European Commission.</td>
<td>• EC Regular Report on Progress towards Accession; • Platform for action of the IV. UN Conference on women in Peking 1995 and follow up documents.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Project purpose</th>
<th>Objectively verifiable indicators</th>
<th>Sources of verification</th>
<th>Assumptions</th>
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</thead>
<tbody>
<tr>
<td>• To enable the Czech Republic to comply with its obligations under Community Law regarding the Policy of Equal Opportunities for men and women; • To transform and improve the existing institutional structure and systems dealing with equal opportunities (currently there is only one Section established within the MoLSA) in order to fully apply, enforce and monitor the relevant EC acquis by the time of Accession via implementation of EU experts recommendations.</td>
<td>• Proposal for institutional reorganisation for dealing equal treatment is submitted to the government; • 200 certified staff of competent authorities (ministries, labour offices, municipal authorities) fully trained and able to apply, enforce and monitor equal treatment issues; • Public fully informed about the system and enforcement procedures through information brochures and MoLSA website; • Positive assessment by the EC that the twinning project fulfilled its objectives.</td>
<td>• Relevant EC legislation; • MoLSA website (section on Equal Opportunities); • National legislation on equal treatment; • National legislation on the reform of public administration; • National action plan on enforcing equality between men and women*; • EU member state best practice and experience of PAAs and ST experts.</td>
<td>• Remaining parts of the Equal Opportunities for men and women policy will be sufficiently compliant; • Sufficient level of political interest and interest of top executive officials; • Reform of public administration successfully finished; • Staff trained under this project continue further in developing their specialisations within their functions.</td>
</tr>
<tr>
<td>Results</td>
<td>Objectively verifiable indicators</td>
<td>Sources of verification</td>
<td>Assumptions</td>
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<tr>
<td>• Recommendations based on analyses of best practice of institutional structures formulated and passed to the Czech side for approval (including recommendation of creating Appeal Body); • 3 sets of manuals related to the key aspects of Equal Treatment drafted will be for disposal of relevant staff at involved institutions to work with, including various separate accompanying information brochures targeted at the lay public; • 10,000 information brochures distributed to all labour and municipal offices; • A set of training modules on enforcement made available and delivered to 100 selected officials (who will be at the management level/position and should incorporate gender policy into the conception of institutions); • 200 officials (who will be daily implement gender policy in their work) trained on Equal Treatment in the form of seminars and manual delivery; These (100+200) officials will be staff of different institutions (Ministries, Local Offices, Labour Offices etc.- depending on the Public Administration Reform</td>
<td>• Positive final assessment of the PAA that an effective institutional structure and system for applying, monitoring and enforcing equal treatment rights has been established; • Acceptance of the outcomes of analyses and recommendations for reorganisation; • 100% of staff (200) successfully trained by the end of the project, and with certification; • 3 sets of manuals related to the key aspects of Equal Treatment drafted and approved by Czech side; • Separate accompanying information brochures targeted at the lay public drafted and approved; • All staff receiving training receive their own manual; • 10,000 information brochures distributed to all labour and municipal offices; • Czech twinning contact approves modules, manuals and evaluation criteria; • Increased media coverage – press, TV, radio.</td>
<td>• Relevant EC legislation • EC Regular Report on the Czech Republic; • MOLSA regular report on implementation National action plan on equality between men and women; • Information brochures targeted to the public; • The manuals related to the key aspects of Equal Treatment, and training modules; • EU member state best practice and experience of PAAs and ST experts; • Gender desegregated statistics; • MoLSA website (section on Equal Opportunities) • Media coverage – press, TV, radio.</td>
<td>• The training on the manuals and modules and subsequent evaluation improves overall capacity to apply, enforce and monitor equal treatment policy; • Commitment to implement the proposed institutional restructuring by senior MoLSA officials; • Officials trained successfully and able to impart knowledge to other colleagues and general public; • Public aware of how to find out (more) information related to Equal Opportunities.</td>
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results, they will be selected on the basis of EU experts analyses;
- 3 general and 1 targeted sets of evaluation criteria and tests based on the manuals and modules

<table>
<thead>
<tr>
<th>Activities</th>
<th>Means</th>
<th>Assumptions</th>
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<tbody>
<tr>
<td>Undertake comparative studies and carry out analyses of EU systems in order to propose optimum system in the Czech Republic;</td>
<td>PAA - for 12 moths located at MoLSA – PAA must have minimum 3 years practical experience in the field of equal treatment for men and women, PAA will co-ordinate all short-term inputs;</td>
<td>All experts in place, and sufficiently experienced and qualified in the necessary tasks to be fulfilled;</td>
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<tr>
<td>Provide targeted seminars and training on equal treatment issues (for 100+200 people in total as specified in Results);</td>
<td>6 short term experts (in total 13 man/months) for training, seminars, manuals, evaluation criteria.</td>
<td>Sufficient commitment and assistance from the Czech side to enable the tasks to be successfully performed;</td>
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<tr>
<td>Establish the system of monitoring equal treatment;</td>
<td>Profile of the ST experts will be specified in the project fiche.</td>
<td>Senior MoLSA officials trained in general policy issues under the IV medium-term Community action Programme on equal opportunities for women and men (1996-2000) play an active role in approving recommendations for institutional structures (project of the firm EuroProfis “Equal opportunities – the integral part of the Czech policy on its way to the EU” – the realisation was in autumn 2000 launched);</td>
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<tr>
<td>Produce an instruction manual targeted at the relevant staff;</td>
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<td>The cofinancing in an amount of 0.3 MEUR will be provided from national sources (state budget).</td>
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<td>Provide subsequent training on the manual for the relevant officials;</td>
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<td>Draft recommendation;</td>
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<tr>
<td>Produce training modules, evaluation criteria and final test.</td>
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Preconditions
- a special Act (presently under preparation) to regulate the equality of the sexes was assessed for passing. If this assessment turns out positive, a proposal is to be presented to the government on subsequent procedure (March 2001);
- there was an influence of the reform of public administration (the expected finalisation is minimal 2002).

* National action plan on enforcing equality between men and women called “Priorities and procedures of the Czech Government in promoting the equality of women and men” was approved by Government Decree No. 236 of 8 April 1998, updated by Government Decree No. 452 of 10 May 1999 and Government Decree No. 565 of 7 June 2000. This plan is the Czech Republic’s strategy both for implementing the Beijing Platform for Action and for implementation EU legislation in the field of equal treatment for men and women.
## Detailed Implementation Chart for the Project

### Institution Building

### Twinning and Training Package

- Launch Twinning request to Member States
- Selection of MS(s) for twinning
- Elaboration of twinning covenant
- Submit Twinning covenant to Commission & Steering Committee for approval
- Twinning Package commences
- Implementation

<table>
<thead>
<tr>
<th>Year</th>
<th>Detailed Project Implementation</th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
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<tr>
<td></td>
<td><strong>Institution Building</strong></td>
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<tr>
<td></td>
<td><strong>Twinning and Training Package</strong></td>
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Cumulative Contracting and Disbursement Schedule for the Project (MEUR)

Annex 3

Cumulative Quarterly Contracting Schedule (MEUR)

<table>
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<th>Project</th>
<th>4Q/00</th>
<th>1Q/01</th>
<th>2Q/01</th>
<th>3Q/01</th>
<th>4Q/01</th>
<th>1Q/02</th>
<th>2Q/02</th>
<th>3Q/02</th>
<th>4Q/02</th>
<th>1Q/03</th>
<th>2Q/03</th>
<th>3Q/03</th>
<th>Total</th>
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<td>Improvement of the public institutional mechanism for applying, enforcing and monitoring equal treatment for men and women</td>
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Cumulative Quarterly Disbursement Schedule (MEUR)

<table>
<thead>
<tr>
<th>Project</th>
<th>4Q/00</th>
<th>1Q/01</th>
<th>2Q/01</th>
<th>3Q/01</th>
<th>4Q/01</th>
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<th>4Q/03</th>
<th>1Q/04</th>
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<td>Improvement of the public institutional mechanism for applying, enforcing and monitoring equal treatment for men and women</td>
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</table>
EC Directives on Equality between Women and Men


92/85/EEC OJ 1992 L 348 - Council Directive on the introduction of measures to encourage improvements in the safety and health at work of pregnant workers and workers who have recently given birth or are breastfeeding.


EC Recommendations on Equality between Women and Men


84/635/EEC of 13 December 1984 on the promotion of positive action for women.


* still needs to be transposed