SILISTRA MUNICIPALITY

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APPROVED:

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GENDER EQUALITY PLAN FOR SILISTRA MUNICIPALITY for the period 2023 – 2027

I. INTRODUCTION

According to the Law on the Equality of Men and Women, published State Gazette, no. 33 of 26.04.2016, Art. 10 - the state policy on equal status of women and men in municipalities is carried out by the local self-government bodies together with other bodies and organizations.

With this document, the Municipality of Silistra expresses its policy, goals and measures for gender equality.

The Plan has been prepared in accordance with the following strategic documents:

- ✓ The UN Agenda for Sustainable Development 2030, Goal 5 - Achieve gender equality and empower all women and girls(https://sdgs.un.org/2030agenda);
- ✓ The European Commission (EC) strategy for gender equality for the period 2020-2025.(https://ec.europa.eu/info/policies/justice-and-fundamentalrights/gender-equality/gender-equality-strategy_bg);
- ✓ The EU Action Plan on Gender Equality and the Empowerment of Women in External Action 2021-2025 (GAP III);
- ✓ The national strategy for the promotion of equality between women and men for the period 2021-2030.(https://www.mlsp.government.bg/blgarsko-zakonodatelstvo). The plan for gender equality in the municipality was developed to establish the parameters for promoting labor and social relations in the administration in conditions of equality.

The scope of the current plan covers the mandate of the current heads of the municipal administration - 2023-2027 and covers all the main activities arising from the responsibilities of the Municipality of Silistra as an employer and in the process of carrying out activities in

the community, in accordance with the normative and strategic documents at European and national level containing prescriptions to ensure equality between women and men.

II. PRINCIPLES

The guiding principles in the plan for equality between the genders in the Municipality of Silistra are in line with the principles laid down in the National Strategy for the promotion of equality between women and men for the period 2021-2030.

In the context of the institutional policy of the municipality, the following are defined as leading principles:

Coordination and cooperation

Taking into account the comprehensive nature of the topic of the equality of women and men, the preparation, implementation and reporting of the Plan for gender equality in the Municipality of Silistra is the result of the coordinated joint efforts and cooperation of all interested parties - municipal administration, municipal council, state central and territorial bodies, non-governmental organizations, businesses and the general public.

Transparency

When preparing the Plan for Gender Equality in the Municipality of Silistra, the accompanying documents and reporting reports, the principle of transparency will be respected, giving all interested parties the opportunity to take part in the planning and monitoring of the policy on the equality of women and men.

Continuity and sustainability over time

With the adoption and implementation of the Gender Equality Plan in the Municipality of Silistra, the aim is to ensure a long-lasting positive effect of the implemented policy on the equality of women and men in all priority areas of activity.

Performance monitoring and control

The plan for gender equality in the Municipality of Silistra will be implemented through activities in priority areas for the time period 2023-2027.

Progress will be presented in reports that will contain information on the implementation of the set activities.

All participants in the processes related to the policy on the equality of women and men can further develop the basic principles according to the level at which they conduct their activities.

III. ANALYSIS OF THE EXISTING SITUATION

As of the beginning of 2024, the total number of the municipal administration employees is 153 people, of which 45 are men. In percentage terms, women make up 71% of the total number of employees compared to 29% of men.

The disaggregated data by position type and gender is as follows:

Position in the municipality	No. women	% women	No. men	% men
Positions under Art. 19a of the Law on Administration - mayors, deputy mayors and equivalent	6	27%	16	73%
Senior management positions – general secretary, directors of directorates, head of the inspectorate	4	44%	5	56%
Management positions - heads of departments	9	73%	4	27%
Executive positions - experts, specialists, etc.	89	82%	20	18%

The municipality strives to maintain a balance of staff numbers and gender ratio, although in almost all directions according to the field of work, women traditionally predominate, but on the other hand they are less represented in higher management positions and in participation in decision-making, respectively for men it is the opposite.

Taking into account the specifics of the activities in the individual areas, which suggest an alternative to remote work, flexible working hours and remote work are practiced for parents with small children. Numerous projects allow employees to participate in training for additional qualifications, including after returning from extended parental leave.

IV. MAIN OBJECTIVE, SPECIFIC OBJECTIVES AND MEASURES

The main objective of the plan is to serve as a tool and framework for the implementation of gender equality in the workplace and to enable the integration of gender equality in the activities of the municipality.

The plan for gender equality is in accordance with the institutional policy and social responsibility of Silistra Municipality to provide equal opportunities and working conditions,

including when carrying out its activities among the local community, avoiding any form of discrimination.

The plan sets out the main objectives for equality:

- ✓ Achieving gender balance in municipal administration in leadership and decision-making
- ✓ Gender equality in recruitment and the provision of opportunities for professional and career development of employees and equal pay
- ✓ Achieving work-life balance and organizational culture
- ✓ Promotion of equal participation in the activities carried out by the municipality in the community
- ✓ Combating gender-based violence, including sexual harassment and overcoming gender stereotypes

The financing of the measures for the implementation of the Gender Equality Plan in the Municipality of Silistra will be carried out from funds from the municipal budget and external financing for specific projects in this area or as part of project activities in other areas.

The following measures are envisaged as horizontal activities for all purposes:

Measure	***Responsible***	***Term***	***Indicators***
1. Appointing a Gender Equality Officer	Mayor of municipality	Until 12.2023	Appointed gender equality officer
2. Systematic collection of gender-disaggregated data and monitoring of the ratio of women/men in municipal administration and in relation to the activities and projects implemented by the municipality	Gender Equality Officer	Ongoing	Database
3. Initial assessment of the environment and identification of strengths and weaknesses in terms of gender balance and equality	• Director General Administration • Gender Equality Officer	Until 03.2024	Evaluation report

4. Preparation of annual reports on gender equality	Gender Equality Officer	Annually, until March of the year following the reporting period	Annual reports
5. Changes and updates to the Equality Plan	• Mayor of municipality • Gender Equality Officer	Ongoing, as necessary	Updated Equality Plan
6. Final evaluation of the implementation of the equality plan	• Mayor of municipality • Director General Administration • Gender Equality Officer	Until 03.2027	Evaluation report

Note: The functions of the person(s) responsible for the implementation of the measures from the Plan can be delegated to other persons with relevant order of the Mayor of the municipality.

With regard to the specific specific objectives, the following measures are envisaged:

Specific Objective 1. Achieving gender balance in the administration of the municipality between the genders in management and decision-making

Measure	***Responsible***	***Term***	***Indicators***
1.1.Participation in trainings and seminars organized by the municipality and other organizations for management skills and decision-making while ensuring equal participation	• Mayor of municipality, • Director General Administration • Gender Equality Officer	Annually	Min. 1 training per year
1.2.Participation in trainings and seminars organized by the municipality and other organizations to promote the institutional culture of recognizing prejudices, stereotypes and biases related to gender and decision-makers	• Mayor of municipality, • Director General Administration • Gender Equality Officer	Annually	Min. 1 training per year

Specific Objective 2. Gender equality in recruitment and the provision of opportunities for professional and career development of employees and equal pay

Measure	*Responsible*	*Term*	*Indicators*
2.1. Identification of strengths and weaknesses in relation to the recruitment process and existing opportunities for career and professional development	• Director General Administration • Gender Equality Officer	Annually	Incl. in Annual Report
2.2. Identification of training needs for professional development of employees while respecting the possibility of equal participation	• Director General Administration • Gender Equality Officer	Ongoing	Min. 1 training per year Number of participants

Specific Objective 3. Achieving work-life balance and organizational culture

Measure	*Responsible*	*Term*	*Indicators*
3.1. Identifying employees' work-life balance needs	• Mayor of municipality • Director General Administration • Gender Equality Officer	Annually	Incl. in Annual Report
3.2. Promoting a culture of equality in family caregiving	• Director General Administration • Gender Equality Officer	Ongoing	Incl. in Annual Report
3.3. Enriching the possibilities for flexible modes of work/study and remote work/training	• Mayor of municipality • Director • Human Resources Gender Equality Officer	Ongoing	Number of Employees Number of participants
3.4. Raising awareness of the use of language consistent with the ideas of equality in professional communication between colleagues	• Mayor of municipality • Director General Administration • Gender Equality Officer	Ongoing	Incl. in Annual Report

Specific Objective 4. Promotion of equal participation in the activities carried out by the municipality in the community

Measure	*Responsible*	*Term*	*Indicators*
4.1. Public information campaigns to recognize prejudice and counter gender-based discrimination	• Mayor of municipality, • Public relations expert • Gender Equality Officer	Annually	Min. 1 campaign per year
4.2. Implementation of measures to ensure gender equality and non-discrimination when participating in activities and projects implemented by the municipality	• Mayor of municipality • Area managers • Gender Equality Officer	Ongoing	Number of implemented activities / projects
4.3. Encouraging the participation of employees with proposals for changes and informing about changes in the Code of Ethics and other internal rules of the municipality	• Mayor of municipality • Administrative manager • Gender Equality Officer	Ongoing	Code of Ethics, Client Charter, other internal rules

Specific Objective 5. Combating gender-based violence, including sexual harassment and overcoming gender stereotypes

Measure	*Responsible*	*Term*	*Indicators*
5.1. Survey among employees for diagnosis and identification of risks	• Director General Administration • Gender Equality Officer	Annually	Incl. in Annual Report
5.2. Informing employees about how to file complaints of discrimination based on gender	• Mayor of municipality, • Director General Administration • Gender Equality Officer	Ongoing	Information available on website/board
5.3. Participation in trainings and workshops to build an institutional culture to recognize and prevent gender-based violence	• Director General Administration • Gender Equality Officer	Annually	Min. 1 training per year