

## **Guidelines for Gender-Balanced Composition of Committees**

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Compliance with the legal principle set out in Legislative Decree No. 165 of 30 March 2001 “General provisions on the employment of staff in Public Administrations”, Article 57 - Equal opportunities, paragraph 1, letter a): Public Administrations, in order to ensure equal opportunities for men and women in access to employment and in workplace treatment:

- a) Reserve at least one-third of the positions on competition boards for women, unless this is impossible for duly justified reasons, without prejudice to the principle set out in Article 35, paragraph 3, letter e); in the case of a fractional number, rounding is to be made up to the next whole number if the decimal is equal to or greater than 0,5, and down to the previous whole number if it is less than 0,5.

Additional recommendations:

- Ensure that the composition of selection boards, beyond gender balance, also given preference to members with specific training in inclusion and diversity management, and avoid appointing individuals who openly display gender or other types of prejudice;
- Provide training on these topics to staff involved in recruitment, so as to have an internal body capable of supporting selection boards and ensuring proper oversight of the process;
- Give clear instructions on the criteria for awarding scores.