

Women in Defence Charter

Measurement and Reporting: Terms of Reference

This document sets out the measures that signatories to the Women in Defence Charter are held to account on against the Charter principles. The Charter encourages the defence sector to improve female representation in senior management by setting targets, publishing them, having an accountable executive and having an intention to link the achievement of stated diversity aims to pay. An annual report will be produced, identifying and highlighting areas of good practice to enable wider adoption.

The Charter:

- Commits organisations to supporting the progression of women into senior roles in the Defence sector by focusing on the senior executive, the mid-level and low-level.

This will be measured by the female proportion of your senior, mid-level and low-level staff.

- Recognises the diversity of the sector and that organisations will have different starting points - each organisation should therefore set its own targets, where appropriate, and implement the right strategy for them.

We would like you to tell us about internal targets and strategies you have in place so that we can establish and highlight good practice.

- Requires organisations to publicly report on progress to deliver against any internal targets to support the transparency and accountability needed to drive change.

This will be measured through the collation of an annual report based on short narrative to be provided by you to us stating changes that have occurred.

- Aims to enable women to thrive, enhancing the individual and collective impact of women across defence and in doing so, improving the overall output of defence.

This will be measured through collation of highlights of the various initiatives signatories might have in place or are planning to introduce.

My organisation commits to promote gender diversity and inclusion by:

- Having one member of our senior executive team who is responsible and accountable for gender inclusion and diversity.

We ask that you nominate an individual and publish who it is.

- Setting internal targets, where appropriate, for gender diversity in our senior management.

We ask that you publish your progress against your own targets.

- Publishing progress annually against any targets in reports on our website.

It is the responsibility of Women in Defence Charter to collate and produce the annual report, and we ask that you support this process by providing the information detailed in these terms of reference timeously and to appropriate quality levels.

- Having an intention to ensure the pay or the objectives of the senior executive team are linked to delivery of any internal targets on gender inclusion and diversity.

We ask that you complete a short report annually detailing how this intention is being addressed in your organisation.