



An Roinn Gnóthaí Eachtracha
Department of Foreign Affairs

Gender Pay Gap **in the Department of Foreign Affairs**

June 2022

Prepared by the Department of
Foreign Affairs
gov.ie

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1. Introduction

The Department of Foreign Affairs is fully committed to being an adaptable and resilient global workforce where a culture of dignity and respect is embedded and where everyone feels accepted, supported and valued. We have a globally distributed workforce and we invest significantly in supporting our people to perform to the highest levels.

The Department has been active in seeking to reduce the gender pay gap over a number of years and we are pleased that since 2013, the Department has reduced its Gender Pay Gap from just over 30% to 13.87% in June 2022.

The Gender Pay Information Act, 2021

The Gender Pay Gap Information Act 2021 introduced the legislative basis for gender pay gap reporting in Ireland. The Act requires organisations with over 250 employees to report on their hourly gender pay gap across a range of metrics from 2022 onwards.

The Gender Pay Gap (GPG) is the difference in the average hourly wage of males and females across an organisation's workforce. A positive GPG indicates that, on average across the workforce, females are in a less favourable position than their male counterparts. A negative GPG indicates the opposite, that is that on average, males are in a less favourable position than their female counterparts.

The Gender Pay Gap in the Department of Foreign Affairs for the reporting period up to the date of 27 June 2022 is 13.87% (mean) or 8.24% (median)¹.

This does not mean that men and women are paid differently because, as with all organisations in the Civil Service, the Department of Foreign Affairs has equal pay for men and women in the same grades. However, the gender pay gap arises as a result of the difference in the proportion of males and females at particular grades and, in particular, from the fact that more men than women fill senior roles in the Department at present.

¹ The mean figure refers to the average of a set of values, i.e. the sum of the values divided by the number of values. The median figure refers to the mid-point of a set of values when ordered from smallest to largest.

2. Key Findings

2.1 Scope of Report

This report has been compiled from data of persons employed in the Department of Foreign Affairs. There are no public bodies or agencies that operate under the aegis of the Department of Foreign Affairs.

On the date of 27 June 2022, 1,672 people were employed as permanent civil servants by the Department, 941 women and 731 men. 380 were employed on a temporary basis, 217 women and 163 men. In line with the Gender Pay Gap Information Act 2021, this report includes only male and female genders.

The Gender Pay Gap Information Act 2021 prescribes the reportable gender pay gap metrics. When calculating average hourly pay for men and women, both regular and overtime hours are to be included in the report, as well as any pay allowances or bonuses. In the Department of Foreign Affairs, a small number of employees worked overtime hours over the reporting period. No bonus payment nor benefit-in-kind payment was received by an employee during the reporting period.

This report has been compiled with the assistance of the NSSO, which provided the following data:

- The Human Resources Management System (HRMS), a civil service-wide system that records employee information, provided the required employee data to enable compilation and analysis of this report, including data on employee gender, employment status, and workshare patterns; and
- The Makodata payroll software used by the NSSO provided pay information relevant to the reporting period, including data on ordinary pay including basic pay, allowances and overtime.

The data supplied from the two systems above were analysed, which enabled the required calculations to be carried out. In verifying the information provided by the NSSO, a comparison check was carried out against employee records available to the Department on the HRMS.

2.2 Data Protection

All processing was carried out by members of the Human Resources Unit in conjunction with staff from the Payroll Shared Services section of the NSSO and in line with Data Protection obligations. All data used for producing this report was processed by staff who would have access to the data as part of their daily duties within the Human Resources Unit of the Department. All statistics provided in this report are combined and do not identify individuals.

2.3 Department Profile

This section provides a summary of the employee profile within the Department of Foreign Affairs. It includes a breakdown of employees by gender, grade, and part-time status on the date of 27 June 2022.

| | |
|--------------------------|-------------------------------|
| Organisation: | Department of Foreign Affairs |
| Snapshot date: | 27 June 2022 |
| Reporting period - from: | 28 June 2021 |
| Reporting period - to: | 27 June 2022 |

At the time of the snapshot date (27 June 2022) there were 2,052 employees on the Department's payroll. Of these, 56% were women and 44% were men.

| No. of Employees | fulltime | part-time | TOTAL | (of whom the following are temporary staff) |
|------------------|--------------|-----------|--------------|---|
| Male | 894 | 0 | 894 | 163 |
| Female | 1,158 | 0 | 1,158 | 217 |
| Other | 0 | 0 | 0 | 0 |
| TOTAL | 2,052 | 0 | 2,052 | 380 |

The **average age** of Department employees at the time of the snapshot was 44 years of age.

On **gender representation**, as can be seen from the next table, the majority of staff in the Department are female.

The table also shows that female colleagues outnumber male colleagues in the majority of the lower paid grades, with the exception of Service Staff, and that male colleagues outnumber female colleagues in the more highly paid grades.

The level at which gender representation 'flips' from more female to more male is at the level of First Secretary, Assistant Principal and equivalent grades.

Gender representation by grade – 27 June 2022

| Count of Grade List | | Sex <input type="text"/> | | |
|--------------------------------|----------------------------------|--------------------------|------------|-------------|
| Temp Perm <input type="text"/> | Grade List | Female | Male | Grand Total |
| Permanent | ASEC+ | 9 | 19 | 28 |
| | PO, Counsellor & Equivalent | 57 | 71 | 128 |
| | AP, First Secretary & Equivalent | 171 | 179 | 350 |
| | AO, Third Secretary & Equivalent | 104 | 100 | 204 |
| | Higher Executive Officer | 66 | 59 | 125 |
| | Executive Officer | 143 | 87 | 230 |
| | Clerical Officer | 380 | 184 | 564 |
| | Service Staff | 11 | 32 | 43 |
| Permanent Total | | 941 | 731 | 1672 |
| Temporary | PO, Counsellor & Equivalent | | 1 | 1 |
| | Intern | 9 | 4 | 13 |
| | Ministerial Staff | 2 | 5 | 7 |
| | Temporary Clerical Officer | 206 | 153 | 359 |
| Temporary Total | | 217 | 163 | 380 |
| Grand Total | | 1158 | 894 | 2052 |

By 31 December 2022, two additional females and one additional male were serving at Assistant Secretary-level bringing the number of female Assistant Secretaries from 9 to 11.

For the purpose of this report, all staff were classified as ‘whole time’ employees, as all staff are employed or contracted on a whole-time basis. Some employees may avail of any of a range of family-friendly work options that may affect hours worked, but they do not change the hourly rate of payment.

3. Gender Pay Gap Data

The data in the tables that follow is based on a snapshot date of 27 June 2022 and includes data from the preceding 12 months. This data set includes 1,158 women and 894 men representing a total of 2,052 employees.

| 2022 Gender Pay Gap Information Act 2021 Reporting Requirements (Snapshot date 27 June 2022) | PERCENTAGE |
|---|--|
| 1. Mean hourly gender pay gap (All Employees) | 13.87% |
| 2. Mean hourly gender pay gap (Part-Time Employees) | n/a |
| 3. Mean hourly gender pay gap (Temporary Workers) | 3.80% |
| 4. Median hourly gender pay gap (All Employees) | 8.24% |
| 5. Median hourly gender pay gap (Part Time Employee) | n/a |
| 6. Median hourly gender pay gap (Temporary Workers) | -1.15% |
| 7. Mean Bonus gender pay gap | n/a |
| 8. Median Bonus gender pay gap | n/a |
| 9. % in receipt of Bonus | n/a |
| 10. % in receipt of Benefit in Kind | n/a |
| 11. Percentage of employees within lower remuneration quartile | 59.45% Female 40.55% Male |
| 12. Percentage of employees with lower middle remuneration quartile | 61.13% Female 38.87% Male |
| 13. Percentage of employee with upper middle remuneration quartile | 62.18% Female 37.82% Male |
| 14. Percentage of employees within upper remuneration quartile | 44.44% Female 55.56% Male |

3.1 Gender pay gap in terms of mean and median hourly pay rates of all employees

The table below sets out data related to total and hourly pay for all female and male employees.

The *mean* refers to the average of a set of values, i.e. the sum of the values divided by the number of values. The *median* refers to the mid-point of a set of values when ordered from smallest to largest.

| | All employees | | Part-time employees | | Temporary employees | |
|--|------------------|---------------|---------------------|-----------|---------------------|---------------|
| Gender gap in MEAN Hourly Remuneration (GPG) | <i>R.7(1)(a)</i> | <u>13.87%</u> | <i>R.7(1)(b)</i> | <u>0%</u> | <i>R.7(1)(c)</i> | <u>3.80%</u> |
| Gender gap in MEDIAN Hourly Remuneration | <i>R.8(1)(a)</i> | <u>8.24%</u> | <i>R.8(1)(b)</i> | <u>0%</u> | <i>R.8(1)(c)</i> | <u>-1.15%</u> |
| Gender gap in MEAN Bonus | <i>R.9(1)(a)</i> | <u>0%</u> | | | | |
| Gender gap in MEDIAN Bonus | <i>R.9(1)(b)</i> | <u>0%</u> | | | | |

The overall gender pay gap is a percentage calculation of women’s mean and median pay relative to the mean and median pay of men. The mean hourly pay is higher than median pay for both women and men.

3.2 Mean and median pay gap in terms of bonus payments and benefits-in-kind

Reports on the mean and median of bonus payments and benefits-in-kind are not applicable to staff serving in the Department in 2022 and are not included in this report.

3.3 The proportions of male and female employees according to quartile pay bands

To gain a more detailed insight into pay differences between men and women, all employees are sorted in terms of their pay band and then divided into quartiles. The relative participation of men and women in each of the quartiles is presented in the table below.

| Pay Quartiles | | % Female | | % Male |
|--|-------------------|---------------|-------------------|---------------|
| 1: the lower remuneration quartile pay band | <i>R.10(1)(a)</i> | <u>59.45%</u> | <i>R.10(1)(a)</i> | <u>40.55%</u> |
| 2: the lower middle remuneration quartile pay band | <i>R.10(1)(b)</i> | <u>61.13%</u> | <i>R.10(1)(b)</i> | <u>38.87%</u> |
| 3: the upper middle remuneration quartile pay band | <i>R.10(1)(c)</i> | <u>62.18%</u> | <i>R.10(1)(c)</i> | <u>37.82%</u> |
| 4: the upper remuneration quartile pay band | <i>R.10(1)(d)</i> | <u>44.44%</u> | <i>R.10(1)(d)</i> | <u>55.56%</u> |

4. DFA’s Gender Pay Gap Examined

The overall gender gap for the period covered in this report in Mean Hourly Remuneration (GPG) across all Department of Foreign Affairs employees is 13.87%. The gender gap in Median Hourly Remuneration is 8.24%. This reflects the fact that a higher proportion of the staff at more senior levels of the Department are men. There has been a steady downward trend in this gap since the Department commenced measuring the Gender Pay Gap in 2013 as more women have been appointed to senior management positions within the organisation.

The split for each of the 4 quartiles shown above is broadly in line with our workforce demographic of 56% female and 44% male. For the Department to have a zero Gender Pay Gap, each of the quartiles would need to reflect the overall workforce demographic more closely.

The lower remuneration quartile pay band comprises 40.55 % male and 59.45% female reflecting the fact that the proportions of males and females in this quartile is broadly in line with the overall gender representation levels of the workforce.

The lower middle remuneration quartile pay band comprises 38.87% male and 61.13% female with a greater proportion of females in in this quartile.

The upper middle remuneration quartile pay band comprises 37.82% male and 62.18% female which is again broadly in line with the overall gender representation levels of the workforce.

The upper remuneration quartile pay band comprises 55.56% male and 44.44% female, which shows that there is still a greater proportion of men at more senior levels within the Department.

5. Addressing Gender Pay Differences

The Department has been active in seeking to reduce the gender pay gap over a number of years. Since 2013, the Department has reduced its Gender Pay Gap from just over 30% to 13.87% in 2022.

The Department has placed Gender, Equality, Diversity and Inclusion (GEDI) as a central pillar of our HR Strategy. While this provided an opportunity to reflect on what has been achieved, it has also allowed us to set out our future ambition.

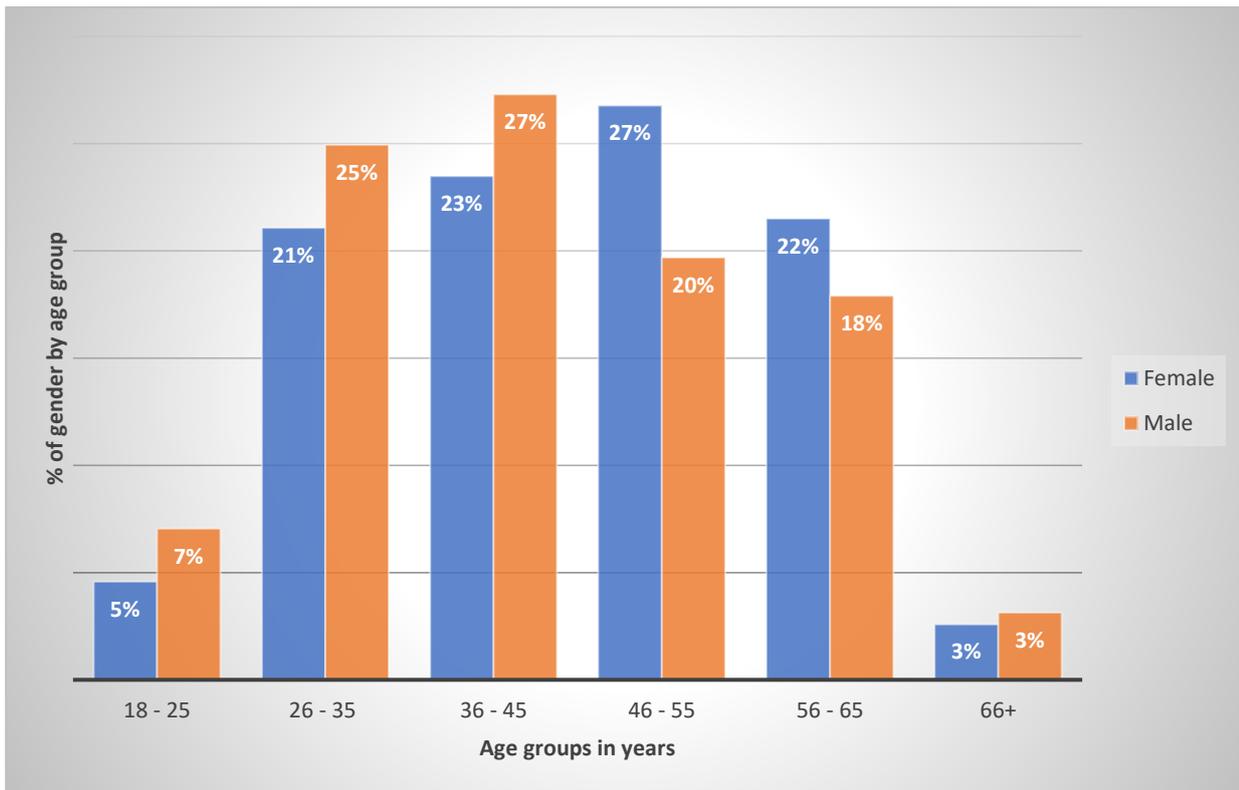
The Department has worked with the Irish Centre for Diversity to survey all staff on GEDI issues with a view to developing an understanding of where the Department stands on GEDI. This led to a Gender, Equality, Diversity and Inclusion policy being launched in February 2022 and to the introduction of a GEDI Action Plan in July 2022. The actions identified aim at improving the representation of women in senior management grades alongside other initiatives such as webinars on topics like menopause, parenting and other topics to promote an inclusive workplace.

Flexible working opportunities, including blended working and shorter working year, are an integral part of the Department's plan to promote GEDI and the Department is fully supportive of all staff at all grades who wish to avail of flexible working initiatives.

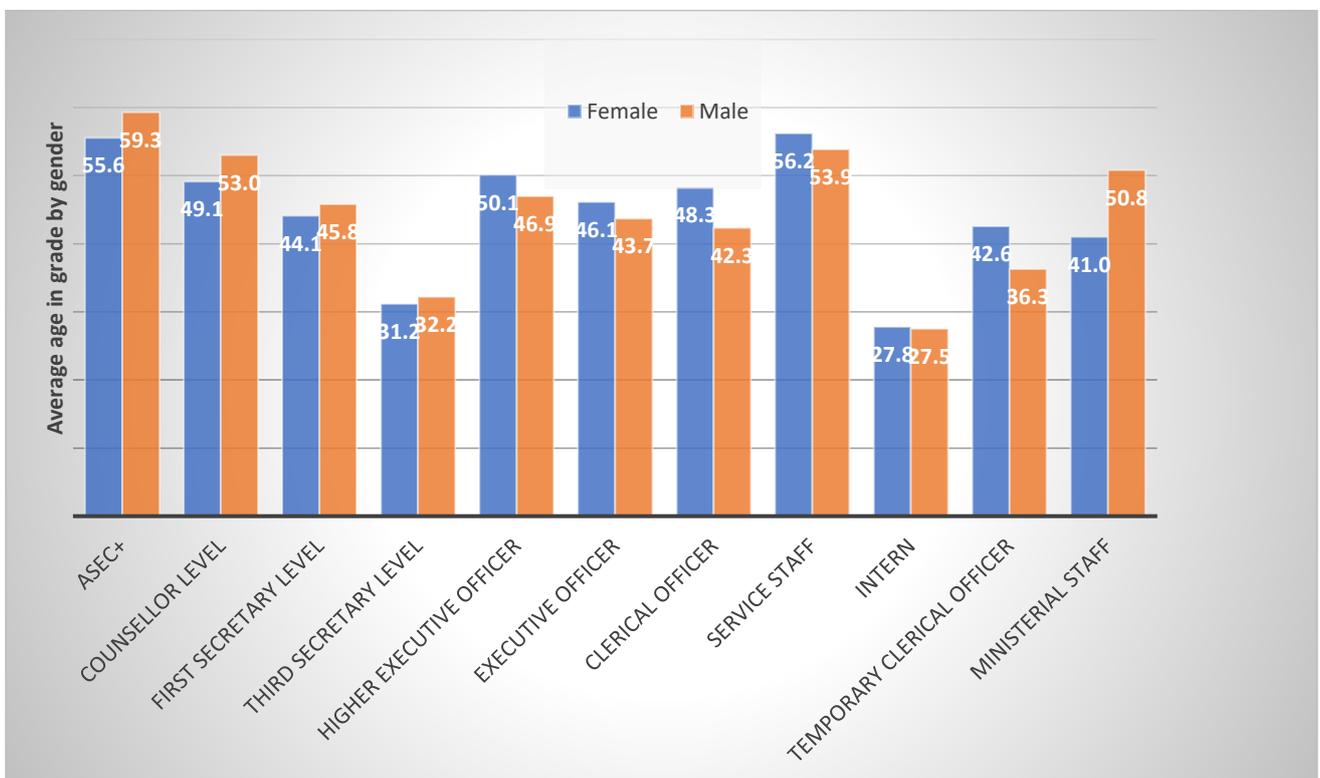
The Department is committed to ensuring that the GEDI policy is implemented, monitored and evaluated in terms of employment practices (selection, recruitment and retention) and service delivery.

Appendices

Age profile of Department



Average age by grade and gender



Length of service by gender

