



Ireland's Women in Finance Charter Annual Reporting Template 2024

Welcome to the 2024 Annual Reporting Template for Ireland's Women in Finance Charter. Thank you for agreeing to provide this data on behalf of your firm.

The Annual Reporting Template is only for firms who are signatories to Ireland's Women in Finance Charter and who have completed their Baseline Template in 2022. Please ensure that these steps have been completed before proceeding. Further information and guidance on the commitments of the Charter is available at:

<https://www.betterbalance.ie/partners/>

In the following Annual Reporting Template, you will be asked to complete a short series of questions related to the gender balance in your place of work, as well as any representation targets undertaken by your firm in the last calendar year. You can partially complete the survey, save your progress, and return later.

The information you will be asked to provide will be at the firm level, therefore individuals within your firm will **not be identifiable**. Data gathered by this template is confidential and will be reported in an **anonymised** way only. While the survey is underway, the data is stored securely and in compliance with GDPR on the LimeSurvey servers and can only be accessed by the ESRI study team with two factor authentication. When the survey wave is completed, the data will be stored securely by the ESRI in an anonymised format and in compliance with GDPR. In parallel, under the Charter, firms commit to making information on progress towards targets publicly available.

If you have any questions related to the Annual Reporting Template or the use of this data, please contact the ESRI research team at womeninfinance@esri.ie.

Please, click 'Next' to proceed to the template.

Industry Partners



Data Partner



Section 1: Firm Profile

Q1. Last year, you filled the following information on behalf of yourself and the firm you represent.

If the information has changed, please note the new information in the text box provided. If the information has not changed, please move to the next question.

Firm Name	
Name of Person Entering the Data	
Your Position within the Firm	
Your Email Address	
Your Phone Number	
Name of Alternative Contact Person	
Email Address of Alternative Contact Person	
Phone Number of Alternative Contact Person	

Q2. Please confirm that the data you are providing reflects the situation at your firm for the calendar year of 1st of January 2024.

- Yes (go to Q3)
 No (go to Q2a)

Q2a. If the data you are providing does not reflect the period of 1st of January 2024, please state the period to which your data pertains:

Section 2: Key Metrics

Q3. Please report the number of employees within your firm in the Republic of Ireland as of the 1st of January 2024.

Note: Please provide these figures as a total headcount, not as full-time equivalent. Board members who are not employees should not be included here. If there are no employees in any category, please fill '0'.

	Female	Male	Total
Full-Time			
Part-Time			

	Female	Male	Total
Permanent contract			
Non-permanent contract			

Q4. Please report the number of male and female employees in the following positions within your firm in the Republic of Ireland as of 1st of January 2024. Please provide these figures as a total headcount, not by number in full-time employment.

Please report the number of employees in the following positions within your firm in the Republic of Ireland as of the 1st of January 2024. Please use the same employees' categories as in your baseline and provide these figures as a total headcount, not by full-time equivalent. Note: If some of these positions do not apply to your firm, please record '0' in the corresponding cell. If the Board and the Executive Committee are the same within your firm, just complete one of these two rows and record '0' in the cells of the other. All board members should be counted here (including the non-employees and the ones not in Ireland)

In the baseline submission, you defined other senior management as YYY.

	Female	Male	Total
Board Members			
Executive Committee / C-Suite			
Other Senior Management			
Middle Management			
Junior Management			
Technical / Professional			
Other Employees			

Filtered on firms regulated by the Central Bank of Ireland

Q5. Please report the number of Pre-Approved Controlled Function within your firm, in the Republic of Ireland, as of the 1st January 2024

Note: Please provide these figures as total headcounts. Please count all PCF roles, including PCF-2 and PCF-16.

	Female	Male	Total
PCF			

Q6. Is your firm's CEO male or female?

- Male
 Female

Q7. Does your firm collect information on employees' gender identity?

- Yes (go to Q7a)
 No (go to Section 3)

Q7a. Please report the number of employees within your firm in the Republic of Ireland as of the 1st of January 2024.

Note: Please provide these figures as total headcounts, not as full-time equivalent. If there are no employees in any category, please record '0'.

Cisgender (gender identity is the same as the sex assigned at birth)	
Transgender (gender identity is different from the sex assigned at birth)	
Other gender identities or expression (neither identify as male nor female)	

Section 3: Progress on Headline Targets

In 2023, your firm set targets for female representation. The following section will ask questions on the progress made on these targets. **The following questions are using a forwarded feed, based on data previously provided by your firm.** For more information on target types and Charter commitments, please refer to: <https://www.esri.ie/current-research?keywords=women+in%20finance>

Please note: **Positive targets** aim at improving the level of female representation, at a given level. Targets must be ABOVE the level of female representation, at the level chosen, when setting the target. The deadline indicates when the firm aims to achieve its target. **Maintenance targets** aim at maintaining the level of female representation, for firms with 40% OR MORE of female representation at a given level. Targets must be at 40% or more. The deadline indicates until when the firm aims to

maintain this level. It is a Charter requirement to set at least one positive target. The only exception is for firms with at least 40% female representation AT ALL LEVELS, which can set maintenance targets only.

The same questions will be asked for all targets set at different levels.

Q.8. Your firm set a headline target at XXX level, to achieve X% of female representation by Y.

Note: XXX refers to the level(s) chosen. The same questions will be asked for all targets set at different levels.

If the deadline is before 2024 (Y<2024):

Q8(a). Has your firm met its target?

- Yes
- No *(go to Q8c)*

If the deadline is during or after 2024 (Y>=2024):

Q8(b). Is your firm on track to meet its target?

- Yes
- No *(go to Q8c)*

Q8(c). Why was this XXX target not met/not on track to being met?


- Target too ambitious
- Low number of female applicants at this level
- Reduced headcount growth / Drop in recruitment
- Hours required and demands of this position
- Low turnover at this level
- Restructuring / Merger / Acquisition
- Other, please specify: _____

Q9. Please provide a brief account of progress made towards these targets in the last calendar year (1st January 2023 – 31st December 2023):

Note: Firms that set negative targets at the baseline or that were missing information on the targets will be asked additional clarification questions here.

Section 4: Public communication

Q10a. Public communication of progress against these targets is required by signatories of the Charter. For more information on public communication, please refer to: <https://www.esri.ie/current-research?keywords=women+in%20finance>
Please provide a screenshot of your firm communication on the targets:

 Upload file

Q10b. and please provide the link where this communication is available:

Section 5: New Targets

Available to firms with negative and positive targets and to firms with targets

In this section, firms can opt to set new targets.

These targets are in addition to targets set at the baseline template. Please do not alter existing targets set in your baseline submission, such changes will be discarded.

Note: **Positive targets** are targets increasing the % of female representation at the chosen level.

Maintenance targets are targets maintaining the % of female representation. To set a maintenance target, your current level of female representation, at the chosen levels, has to be 40% or above.

Additionally, the target level has to be above 40% but can be below the current % of female representation at the chosen level.

Q11. Does your firm want to set any NEW targets for any of the following positions? If not, please move to the next section.

Note: Alternative/ Additional Targets are for firms whose organization does not correspond to the level proposed or firms with targets at additional levels (recruitment, interviews, etc.).

- | | |
|---|---|
| <input type="checkbox"/> Board | <input type="checkbox"/> Junior management |
| <input type="checkbox"/> Executive Committee/ C-Suite | <input type="checkbox"/> Technical / Professional level |
| <input type="checkbox"/> Senior management | <input type="checkbox"/> Other (go to Q12(c)) |
| <input type="checkbox"/> Middle management | |

Q12(a).	Please provide details of your firm's NEW <u>headline</u> target for female representation at XXX level:	_____ %
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Q12(b).	Please provide details of the timeframe by which your firm's NEW <u>headline</u> target is to be achieved:	_____ (DD/MM/YYYY)
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Q12(c).	Would you like to set a NEW target: - at OTHER level (all other employees within your firm) - at a DIFFERENT level (level not mentioned above) - or provide INFORMATION on the target(s)	<input type="checkbox"/> Other (go to Q 12(a)) <input type="checkbox"/> Different (go to Q.12(a)) <input type="checkbox"/> Information (go to Q.13)
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Q13.	Please use this space to provide any information on the targets set: _____
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Note: **XXX** refers to the level(s) chosen. The same questions will be asked for all targets set at different levels.

Section 6: Recruitment, Appointments and Retention

Q14. Which of the following are used in the recruitment of EXECUTIVE COMMITTEE / C-SUITE or OTHER SENIOR MANAGEMENT positions? Please tick all that apply.

- | | |
|--|---|
| <input type="checkbox"/> Internal HR Function | <input type="checkbox"/> External HR Function (e.g. head-hunters, search firms) |
| <input type="checkbox"/> Preliminary Shortlisting | <input type="checkbox"/> Word of Mouth / Recommendations from Network |
| <input type="checkbox"/> Interviews | <input type="checkbox"/> Aptitude Tests (e.g. numerical or verbal reasoning) |
| <input type="checkbox"/> Informal Discussions | <input type="checkbox"/> Job-Specific Work Tests (e.g. presentations, pitches) |
| <input type="checkbox"/> Psychological/Psychometric test | <input type="checkbox"/> Other, please specify: _____ |

Q15. Please record the number of appointees in each of the following positions, as well as the proportion of these that were internal (i.e. from within the firm) and external appointments.

If some of the categories do not apply in your firm, please record '0' in the corresponding cell.

	Number of Female Internal Appointments	Number of Female External Appointments	Number of Male Internal Appointments	Number of Male External Appointments
Executive Committee / C-Suite				
Other Senior Management				
Middle Management				
Junior Management				

Q16. Please record the number of employees, and their position, who left the firm between the 1st of January 2023 and the 31st of December 2023.

If some of the categories do not apply to your firm, please record '0' in the corresponding cell.

	Female	Male
Executive Committee / C-Suite		
Other Senior Management		
Middle Management		
Junior Management		
Technical / Professional		

Q17. Does your firm run any of the following programmes?

- | | |
|---|--|
| <input type="checkbox"/> Graduate recruitment programme | <input type="checkbox"/> Unpaid internship programme |
| <input type="checkbox"/> Traineeship programme | <input type="checkbox"/> Apprenticeship |
| <input type="checkbox"/> Paid internship programme | <input type="checkbox"/> None of the above |
| <input type="checkbox"/> Other, please specify: _____ | |

Q18. Please report the total number recruited to these programmes during 2023 (1st January 2023 to 31st December 2023):

	Female	Male	Total
Programmes			

Section 7: Working arrangements

Q.19. What is your firm policy in relation to remote working?

- Fully on-site/ in-person (go to section 8)
- Fully remote (go to section 8)
- Hybrid (partly on-site, partly remote) (go to Q20a)

Q20a. What is the main pattern of hybrid working in your firm?

Note: the main pattern refers to the situation of the majority of employees.

- | | |
|---|--|
| <input type="checkbox"/> Minimum 1 day a week on site | <input type="checkbox"/> Minimum 4 day a week on site |
| <input type="checkbox"/> Minimum 2 day a week on site | <input type="checkbox"/> No minimum requirement of attendance |
| <input type="checkbox"/> Minimum 3 day a week on site | <input type="checkbox"/> Requirement differs - no dominant pattern |
| <input type="checkbox"/> Other, please specify: _____ | |

Q20b. Do you all employees have the option to work remotely for part of the week?

- Yes
- No

Q21. Please select the most common working pattern for each employee category:

	Never work remotely	Work remotely for less than half the week	Work remotely for half the week	Work remotely for more than half the week	Always work remotely	Not applicable
Board						

Executive Committee						
Senior Management						
Middle Management						
Junior Management						
Technical / Professional						
Other						

Section 8: Actions

Q22. Which of the following actions is your firm taking to support the achievement of the gender balance and inclusion targets?

- | | |
|--|--|
| <input type="checkbox"/> Examining hiring practices
<input type="checkbox"/> Improving flexible working

<input type="checkbox"/> Gender balance leader / diversity task force
<input type="checkbox"/> Identifying female leaders
<input type="checkbox"/> Unconscious bias training
<input type="checkbox"/> Sponsorship / mentoring opportunities
<input type="checkbox"/> Gender balanced shortlist of job candidates | <input type="checkbox"/> Female career development / leadership training
<input type="checkbox"/> Development programmes for women in middle / junior management
<input type="checkbox"/> Seeking better gender balance in succession planning
<input type="checkbox"/> Requiring improved gender diversity from search firms
<input type="checkbox"/> Setting gender targets for external recruitment
<input type="checkbox"/> Improving female representation on hiring panels
<input type="checkbox"/> Other, please specify: _____ |
|--|--|

Q23. Among the actions selected in Q22, please rank the 3 actions you consider the most effective.

Filtered on firm with board target and changes in the number of employees.

Q24. Between 2022 and 2023, the number of employees at the board level changed. Was this restructuring done to improve gender balance at the board level?

- Yes, please specify: _____
 No

Filtered on firm with executive committee targets and changes in the number of employees.

Q25. Between 2022 and 2023, the number of employees at the executive committee/ c-suite targets level changed. Was this restructuring done to improve gender balance at the board level?

- Yes, please specify: _____
 No

Filtered on firm with 250 or more employees.

Q26. Please report the gender pay gap figures for your firm in 2023 (1st January 2023 to 31st December 2023):

	Hourly remuneration gap	Bonus remuneration gap	Hourly remuneration gap of part-time employees
Mean			
Median			

Filtered on firm with 250 or less employees.

Q26a. Does your firm calculate gender pay gaps figures?

Yes (go to Q26b)

No (go to Q27a)

Q26b. If applicable, please report the gender pay gap figures for your firm in 2023 (1st January 2023 to 31st December 2023):

	Hourly remuneration gap	Bonus remuneration gap	Hourly remuneration gap of part-time employees	Hourly remuneration gap of full-time employees
Mean				
Median				

Q27a. Does your firm collect any of the following information?

	Yes	No
Sex of job applicants		
Sex of short-listed applicants		
Reason for leaving job		
Training attendance		
Senior management's usual working hours		
Unusual work patterns (evenings, weekends...)		

Q27b. Does your firm collect any other information on protected equality grounds (gender identity, disability, nationality, ethnicity, sexual orientation, etc...)?

Q28. Please use this space if you would like to provide any more information, including information on any additional initiatives undertaken in 2023 to increase gender balance:

Thank You

Please remember to input the data you have collected through the online version of our template. You will be provided a link upon registration. If you have any questions about the Baseline Information Template, please contact Prof Helen Russell or Garance Hingre at the Economic and Social Research Institute at womeninfinance@esri.ie