



INTERNATIONAL MILITARY STAFF

ETAT-MAJOR MILITAIRE INTERNATIONAL



3 November 2016

IMSM-0651-2016

SEE DISTRIBUTION

## NATO COMMITTEE ON GENDER PERSPECTIVES - REQUEST FOR THE 2016 NATIONAL REPORT

### References:

- A. Gender Perspectives in NATO Armed Forces website - [http://www.nato.int/cps/en/natohq/topics\\_101372.htm](http://www.nato.int/cps/en/natohq/topics_101372.htm).
- B. NATO Women, Peace and Security website - [http://www.nato.int/cps/en/natohq/topics\\_91091.htm](http://www.nato.int/cps/en/natohq/topics_91091.htm).
- C. MC 0249/3(Final), The NATO Committee on Gender Perspectives (NCGP), 3 Feb 14.
- D. EAPC(C)D(2016)0016-AS1, Revised NATO/EAPC Action Plan for the Implementation of UNSCR 1325 and Related Resolutions 2016-2016, 3 Jun 16.
- E. IMSTAM(GENAD)-0043-2016, NATO Committee on Gender Perspectives - 2016 Conference – Minutes, 28 Jun 16.

1. Further to References A to C and in accordance with Reference D<sup>1</sup>, NATO/EAPC Nations, together with Afghanistan, Australia, Japan, Jordan, New Zealand and the United Arab Emirates, are requested to submit their 2016 National Report Questionnaire using the (internet) link at <https://form.jotformeu.com/62694002568358>. The aim of the Questionnaire is to gather comparable statistic data and information on the progress of implementation of UNSCR 1325 and related resolutions. The National Reports are, once collated, released to the public as sources of information for researchers. For this reason, National Reports should only ever contain NATO Unclassified information.

2. Detailed instructions for completion of the Annual Report are in Annex A. All responses are requested **by 1200 hrs on Fri 10 Mar 17** in order to provide data to the Women, Peace and Security Annual Report in mid-2017 and the 2017 NCGP Conference (Annex B of Reference E).

A handwritten signature in black ink, appearing to read 'A. NEHRING'.

A. NEHRING  
3 November 2016 at 17:35  
For

D J Toriati  
Air Commodore, GBR AF  
Executive Coordinator  
International Military Staff

<sup>1</sup> As outlined in Serial indicators 2.2.1, 4.4.1, 9.2.1, 17.2.1, 19.2.1 and 19.3.1.

Annex.

A. Detailed instruction to the Questionnaire.

Distribution

ALL MILITARY REPRESENTATIVES

EMBASSY OF AFGHANISTAN (BRUSSELS)

PARTNER MILITARY REPRESENTATIVE OF ARMENIA TO NATO

PARTNER MILITARY REPRESENTATIVE OF AUSTRALIA TO NATO

PARTNER MILITARY REPRESENTATIVE OF AUSTRIA TO NATO

PARTNER MILITARY REPRESENTATIVE OF AZERBAIJAN TO NATO

PARTNER MILITARY REPRESENTATIVE OF BELARUS TO NATO

PARTNER MILITARY REPRESENTATIVE OF BOSNIA AND HERZEGOVINA TO NATO

PARTNER MILITARY REPRESENTATIVE OF FINLAND TO NATO

PARTNER MILITARY REPRESENTATIVE OF GEORGIA TO NATO

PARTNER MILITARY REPRESENTATIVE OF IRELAND TO NATO

EMBASSY OF JAPAN (BRUSSELS)

DEFENCE ADVISER TO THE EMBASSY OF THE HASHEMITE KINGDOM OF JORDAN

PARTNER MILITARY REPRESENTATIVE OF KAZAKHSTAN TO NATO

DEFENCE ADVISER TO THE EMBASSY OF KYRGYZ REPUBLIC (BRUSSELS)

PARTNER MILITARY REPRESENTATIVE OF MALTA TO NATO

DEFENCE ADVISER TO THE EMBASSY OF MOLDOVA (BRUSSELS)

PARTNER MILITARY REPRESENTATIVE OF MONTENEGRO TO NATO

DEPUTY HEAD OF MISSION, EMBASSY OF NEW ZEALAND

PARTNER MILITARY REPRESENTATIVE OF SERBIA TO NATO

PARTNER MILITARY REPRESENTATIVE OF SWEDEN TO NATO

PARTNER MILITARY REPRESENTATIVE OF SWITZERLAND TO NATO

PARTNER MILITARY REPRESENTATIVE OF TAJIKISTAN TO NATO

PARTNER MILITARY REPRESENTATIVE OF THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA TO NATO<sup>2</sup>

DEFENCE ADVISER TO THE EMBASSY OF TURKMENISTAN (BRUSSELS) UNITED ARAB EMIRATES LIAISON OFFICER TO NATO

PARTNER MILITARY REPRESENTATIVE OF UKRAINE TO NATO PARTNER MILITARY REPRESENTATIVE OF UZBEKISTAN TO NATO

Copy to: SRSG ON WOMEN PEACE AND SECURITY, IMS/SDL T (LESS MILREPS), IS/OPS, IS/PASP

Action Officer: Lt Col Dvorakova, IMS/GENAD (5761)(TTE 163070)

---

<sup>2</sup> Turkey recognises the Republic of Macedonia with its constitutional name.

**DETAILED INSTRUCTION TO THE QUESTIONNAIRE****NOTES FOR COMPLETION:**

- All data and figures used in your 2016 National Report should reflect the situation on 31 December 2016.
- The integration of gender perspectives reflected in this questionnaire draws from and implements the requests of UNSCR 1325, Related Resolutions and directives emanating from NATO.
- Once you answered all the required questions, please submit the form using the "Submit" button that appears at the end of the last page.

**INSTRUCTIONS:**

Please read the following instructions carefully before start working on the questionnaire.

**1. Possibility for more people to fill in the questionnaire at different times**

The first step is to enter the online questionnaire form and create a profile by providing the name of the country, e-mail address of the person responsible for the final submission of the questionnaire. The questionnaire can be submitted even if it is partially filled. Once submitted, an e-mail containing the link of the questionnaire will be sent to the e-mail address provided at the log in. This link can be used to re-access the questionnaire page and modify it, or add data, for an unlimited number of times until the deadline for the submission of the Report. The link will open the questionnaire. This link can be shared among all personnel involved in the collection of the data and statistics for the questionnaire. This way, more people at once can access, modify and add data to the questionnaire.

**2. Responsibility for the final submission**

The responsible person for the final submission is the originator of the form whose e-mail address is on the questionnaire.

**3. Correcting mistakes during the completion of the questionnaire**

The link received via e-mail, the first time the questionnaire was submitted, can be used to access the questionnaire and modify possible mistakes. If statistics, data and information are changed after the deadline for the submission of the questionnaire, the responsible person for filling the questionnaire must contact the IMS-GENAD Office to communicate the changes. Modifications made after the deadline and not properly communicated may not be taken into consideration, because data will be processed immediately after the final submission.

**4. Filling the tables: male and female active duty, reserves, and operations**

The questions must be read carefully. When the question asks for numbers, provide the correct number. When the question asks for percentage, provide the correct percentage. It is recommended to double check the calculations. The category "Other" include all personnel that are not serving in the Army, Air Force or Navy.

NATO/EAPC UNCLASSIFIED

Releasable to Afghanistan, Australia, Japan, Jordan, New Zealand and the United Arab Emirates

Here follow examples to be used as a guide:

<b>National Armed Forces: MALE ACTIVE DUTY MILITARY PERSONNEL</b>						
	Number of OF-6 and higher	Number of OF-3 to OF-5	Number of OF-1 to OF-2	Number of OR-5 to OR-9	Number of OR-1 to OR-4	Total number
Army	226	6540	4499	22582	56185	90032
Air	104	3427	1929	27472	6530	39462
Navy	113	2560	2426	20105	12629	37833
Other	100	1836	1665	40429	57471	101501
Total	543	14363	10519	110588	132815	268828

<b>National Armed Forces: MALE ACTIVE DUTY MILITARY PERSONNEL</b>						
	% of OF-6 and higher	% of OF-3 to OF-5	% of OF-1 to OF-2	% of OR-5 to OR-9	% of OR-1 to OR-4	Total %
Army	0.25%	7.3%	5.0%	25.1%	62.4%	32.1%
Air	0.26%	8.7%	4.9%	69.6%	16.5%	14.1%
Navy	0.30%	6.8%	6.4%	53.1%	33.4%	13.5%
Other	0.10%	1.8%	1.6%	39.8%	56.6%	36.2%
Total	0.20%	5.3%	3.9%	41.1%	49.4%	95.9%

For example: *the % of MALE in the ARMY for OF-6 and higher* =  $226/90032 = 0.25\%$

For example: *the total number of MALE in the ARMY* =  $226+6540+4499+22582+56185 = 90032$

For example: *the total % of MEN in the armed forces* =  $268828/(268828+11400) = 95.9\%$

<b>National Armed Forces: FEMALE ACTIVE DUTY MILITARY PERSONNEL</b>						
	Number of OF-6 and higher	Number of OF-3 to OF-5	Number of OF-1 to OF-2	Number of OR-5 to OR-9	Number of OR-1 to OR-4	Total number
Army	0	13	340	201	5366	5920
Air	0	38	192	262	680	1172
Navy	0	40	446	441	1166	2093
Other	0	41	194	734	1246	2215
Total	0	132	1172	1638	8458	11400

<b>National Armed Forces: FEMALE ACTIVE DUTY MILITARY PERSONNEL</b>						
	% of OF-6 and higher	% of OF-3 to OF-5	% of OF-1 to OF-2	% of OR-5 to OR-9	% of OR-1 to OR-4	Total %
Army	0.00%	0.22%	5.74%	3.40%	90.64%	2.1%
Air	0.00%	3.24%	16.38%	22.35%	58.02%	0.4%
Navy	0.00%	1.91%	21.31%	21.07%	55.71%	0.7%
Other	0.00%	1.85%	8.76%	33.14%	56.25%	0.8%
Total	0.00%	1.2%	10.3%	14.4%	74.2%	4.1%

Releasable to Afghanistan, Australia, Japan, Jordan, New Zealand and the United Arab Emirates

For example: *the % of FEMALE in the NAVY for OF-3 to OF-5* =  $40/2093 = 1.91\%$

For example: *the total % of FEMALE in the ARMY* =  $5920/(268828+11400) = 2.1\%$

For example: *the total % of FEMALE in the armed forces* =  $11400/(268828+11400) = 4.1\%$

For example: *Total % of MALE active duty military personnel + Total % of FEMALE active duty military personnel* =  $95.9\% + 4.1\% = 100\%$

## **5. Time of reference**

Even if the questionnaire is filled in 2017, all the data entered in the questionnaire must refer to the situation of the country as of December 31, 2016.

## **6. Language**

The questionnaire must be completed in English.

## **7. Technical problems**

It is kindly suggested to keep and save all the data required for the completion of the questionnaire in a personal document. It is recommended to store the final version of the questionnaire in PDF so that data, statistics and information are saved in case technical problems occur. The link to PDF version is in e-mail containing the link of the questionnaire.

## **8. Point of contact**

Should you have any questions about completing your 2016 National Report, please contact the Head of the IMS Office of the Gender Advisor, Lt Col Magdalena Dvorakova, at +32 2 707 5761 or via e-mail at [dgims.genad@hq.nato.int](mailto:dgims.genad@hq.nato.int).