In order to be able to better focus your talks on gender it is necessary to identify the interests/needs of the workers in the particular sector. For this reason, it is important to have in mind the following questions:

**GENERAL INFORMATION:**

1. What is gender equality?
2. Why is gender equality important?
3. What are the benefits to having gender equality?
4. Does my work have equality clauses/agreements in place?
5. Does my union have equality clauses/agreements in place?
6. Is my sector predominantly female? Why does this happen? Are they sectors that men in the organisation consider valuable? And the leadership?
7. Are there positions or sectors where only men work? Why? Would it be possible for women to work in those sectors/positions?
8. Are there women leaders in both my work and my union?
9. How are the decision-making posts distributed?
10. Are there any women with employees under their supervision? If so, do those women have to face any difficulties to carry out their tasks? Which ones?
11. Are gender issues discussed at the bargaining table?

**WORK-LIFE BALANCE:**

1. Are there any measures for men and women to balance their professional careers with their family responsibilities?
2. Are there communication channels for men and women workers to express their needs in terms of work-life balance?
3. Are there any regulations/agreements/rules to protect nursing mothers and breastfeeding mothers?
4. Are there any childcare facilities in the organisation?
5. Are there any type of company agreements with childcare facilities?
6. Does your organization promote access to information on women’s health issues?
EMPOWERMENT AND LEADERSHIP:

1. Is there an annual training plan?
2. Are there any modules on gender/diversity or leadership?
3. Are there any training workshops/courses for trainers (union leaders)? If so, do they include modules on gender or diversity?
4. Is training done within working hours?
5. When it is not, does your organization count the hours devoted to training as worked hours?
6. How does the organization detect training needs/requirements?
7. Are courses equitably distributed between men and women according to their type, duration, or schedule?

VIOLENCE AT THE WORKPLACE:

1. Does your company make efforts to maintain a safe and healthy work environment?
2. Have you heard the terms: harassment, sexual harassment, workplace mobbing or bullying?
3. Have you ever felt subject to gender violence or discrimination for being a woman? How?
4. Are there any mechanisms to prevent and tackle the issue of violence?
5. Are there any mechanisms to follow up the cases of violence, harassment, sexual harassment, bullying, mobbing or discrimination at the workplace?
6. Are they effective?
7. Could they be improved in some way?
8. Are the men in your organization aware of the issue of gender violence?
9. Is there any training, information workshops or seminars on the issue of gender violence?

EQUAL PAY

1. Does the union/organization have a remuneration system or structure that determines the wages for each position or category? What is the criteria?
2. Are they easily accessible to everyone?
3. What are the average wages without extra compensation or benefits in terms of gender and hierarchy?
4. Are there more allowances adding up to the minimum wage for men?
5. Are there any differences in the wages men and women earn while doing the same job or having the same responsibilities?