



## GENDER EQUALITY IN THE MILITARY

Support for Gender Mainstreaming  
in Security Sector Reform in  
the Western Balkans



*Empowered lives.  
Resilient nations*



# THE POSITION OF WOMEN IN THE ARMED FORCES IN THE WESTERN BALKANS





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## / EXECUTIVE SUMMARY

*The Position of Women in the Armed Forces in the Western Balkans* provides:

- Comparable data on the representation of women in the armed forces in the Western Balkans;
- Policies and practices of the Ministries of Defence (MoDs) and the armed forces (AFs) on recruiting women, their education and training, career development and participation in peacekeeping missions;
- Policies and practices related to achieving gender equality in the armed forces.

The present study is the result of a joint endeavour of the Ministries of Defence in the Western Balkans and as such is a unique example of regional cooperation.

With the support of the United Nations Development Programme's SEESAC office (UNDP/SEESAC) a regional working group was established to develop the research methodology, collect and analyse data and formulate a set of recommendations for improving the position of women in the armed forces.

The research was carried out under the framework of the regional *Support for Gender Mainstreaming in the Security Sector Reform in the Western Balkans* project, a joint initiative of UNDP/SEESAC and the Ministries of Defence of Bosnia and Herzegovina (BiH), the former Yugoslav Republic of Macedonia, Montenegro, and the Republic of Serbia.

The goal of this project is to mainstream gender equality issues into security sector reform, and thus contribute to greater efficiency of the armed forces in the Western Balkans. In addition to building the capacities of gender equality mechanisms and sensitising the armed forces on gender equality issues, the project provides support to the ministries in advancing the conditions for greater recruitment and retention of women and reviewing human resources policies and procedures to support the advancement of women in the military.

Today, women make up between 5.69% and 8.97% of the armed forces in the Western Balkans. In the army they represent between 3.85% and 4.93%; in the air force women account for between 1.5% and 4.89%; in the navy 0.69%. Given that military education has only recently become accessible to women, they are largely represented in the lowest hierarchical positions. Statistically, women are mostly present in other services of the armed forces, including in civilian, medical and administrative positions, military police and as full-time and part-time reservists. In this category, women account for between 9.81% and 41.24%. In multi-national peace support operations, women account for between 1.61% and 9% of the deployed forces. In command positions, women are only marginally represented with up to 2.94%.

In the last few years the ministries of defence in the Western Balkans have actively been recruiting women. In BiH, the activities aimed at attracting more women into the armed forces were initiated in 2008, when the MoD was involved in the drafting of the Action Plan for the Implementation of UNSC Resolution 1325. According to their five-year Armed Forces Development Plan, by 2015 the number of women in the armed forces will reach 10%. In the former Yugoslav Republic of Macedonia, women were first admitted to courses for non-commissioned officers and officers in 1997. Since 2009 a program for equal opportunities for women and men has been implemented in the MoD and the Army, and women are enrolled at the Military Academy without quotas. In Montenegro, the recruitment of women for the military began in 2006; in 2008, after the establishment of cooperation with military academies in partner countries, the practice of selecting female candidates for military academies abroad was initiated. In Serbia, the Ministry's Guidelines of 2006 stipulated that conditions should be created for women to access military education. Since the 2007/2008 academic year women have been enrolled at the Military Academy, and, beginning in 2009, women have been recruited as professional soldiers. Quotas for women at the Military Academy are up to 20%. The NAP for the Implementation of UNSCR 1325, which was adopted in 2010, plans to achieve a 30% representation of women in the security sector.

In order to attract the most qualified and motivated female candidates, the ministries involved in project actively promote the military profession through print and electronic media, visiting schools and open door days.

In developing media materials, special attention is paid to addressing both female and male audiences. Visual material includes photographs of women in uniform in order to change the perception that the military is a profession for men only.

Women represent up to 17% of basic military training attendees; up to 14.81% of non-commissioned officers' trainees; and up to 27,50% of officers trainees, although there were also training cohorts where no women were represented. The completion rate for women is equal to that of men.

Statistics disprove stereotypes about the military profession being a man's career and women being unable to perform tasks equally. In the former Yugoslav Republic of Macedonia in 2012, women were prominent among the top 10% of the basic military training cohort. While they represented a total of 5.13% of the total cohort, among the top 10% they were represented with 11.11%.

Women are also among the most successful students of military academies. In the former Yugoslav Republic of Macedonia at the end of the academic year 2012/2013, although female students represented only one-fifth of the total number of cadets, they represented one quarter of the top 10% most successful students. While 17.54% of the 2013 graduates of the Military Academy of Serbia were women, they represented 25% of the top 10% of the cohort.

In addition to detailed comparative statistical data on the representation of women in the armed forces, this study also provides an overview of human resource management policies and specific measures as well as a description of working conditions, as these have a key effect on the retention of women in the system and their professional development, and consequently efficient management of existing human resources.

Furthermore, the study provides an overview of the system of staff monitoring including training and professional development, fluctuations in the service and information on participation in professional and/or additional training. Similarly, work-life balance and health and safety in the workplace measures as well as information on uniforms, weapons, military equipment and infrastructure are also compiled here together with a review of established institutional gender equality mechanisms, sanction mechanisms for gender discrimination, the use of gender-sensitive language and procedures for reporting sexual harassment. The study also provides an overview of education and training on gender equality, as applied in all four countries.

The study includes specific examples of good practices implemented by ministries of defence in the Western Balkans:

- The Ministry of Defence of BiH states that information on upcoming vacancies and recruitment drives is shared with media outlets with primarily female audiences. This contributes to increased representation of women candidates and those enrolled in all types of military training.
- In the former Yugoslav Republic of Macedonia, in 2013, the announcement for enrolment in the Military Academy contained, for the first time, language that specifically encouraged women to apply.
- In BiH, to ensure a gender sensitive selection process, the selection commission or committee has to be of mixed male-female composition and the practice is to include members who have attended courses on gender equality.

- All four ministries perform background security checks and psychological testing evaluation of candidates. If it is determined that the candidate has committed an act of domestic violence or sexual assault, he or she cannot be engaged in the military.
- The ministries consult the end-users regarding the design and cut of uniforms in order to ensure that they are adapted to the female body and that they do not negatively affect performance. In BiH, it is mandatory to involve women in the uniform design process while this is encouraged in the former Yugoslav Republic of Macedonia and in Serbia.
- In all four countries, discrimination on the basis of gender is prohibited. Furthermore, mechanisms for reporting sexual harassment exist.
- To accommodate and recognize the increasing number of women in the armed forces, in Montenegro and Serbia, gender-sensitive language has been introduced. In Serbia, the Service Regulation has been modified to introduce gender-sensitive language in official address to female members, officers, non-commissioned officers and civilians serving in the Serbian Armed Forces.
- To promote gender equality in the armed forces, all four ministries have appointed individuals responsible for promoting gender equality. In Montenegro, the MoD appointed a Gender Equality Coordinator. In Serbia, a Gender Equality Advisor to the Minister of Defence was appointed. In the former Yugoslav Republic of Macedonia, a Gender Equality Committee was established, and in BiH there is a network of Gender Focal Points in the armed forces.

Based upon the identified good practices and the findings of the study, the working group developed recommendations for advancing the position and representation of women in the armed forces.

A detailed review of the statistical data on the representation of women in various military branches by rank, an overview of the legal framework relevant for gender equality issues in the armed forces and additional information about the military education system in all four countries can be found in the Annexes.







## / 1. INTRODUCTION

Paying equal attention to the needs and priorities of women and men is a civilisational value, a characteristic of the modern age in which mankind's striving towards democracy is unquestionable. The security needs of both women and men need to be taken into account paying attention to their often different perspectives. This is achieved through the equal participation of both men and women in decision-making processes, in policy formulation and implementation, drawing mutual enrichment from their differences. An essential ingredient for such an approach is the creation of conditions that will see more women in security institutions than was historically the case. Increasing the number of women in security institutions and structures of a state enables security policies' formulation enriched by the experiences, knowledge, interests and needs of both women and men. In this way, institutions will be more effective in responding to different security needs within society.

The integration of the principles of gender equality may alter the perception of the military as an institution primarily engaged in violence and warfare into one aimed at building peace and security. However for this to happen, security sector reform processes need to address the gender dimension both in terms of rules and procedures and in terms of organizational culture.

Security Sector Reform in the Western Balkans is one of the key aspects of the process of democratisation. While early efforts centered on the introduction of democratic and civilian oversight of the security sector, the Western Balkan countries are increasingly facing the challenge of building modern armed forces in line with their strategic priorities and financial capacities. A crucial component of this process is the transition from a recruit force to an all-volunteer force involving the professionalization of the military. Such circumstances paved the way for a more consistent and effective introduction of the gender perspective in defence system.



The study *Position of Women in the Armed Forces in the Western Balkans*, was carried out under the *Support for Gender Mainstreaming in the Security Sector Reform in the Western Balkans* project, implemented by the United Nations Development Programme's (UNDP) SEESAC initiative, together with the Ministry of Defence of Bosnia and Herzegovina (BiH), the Ministry of Defence of the former Yugoslav Republic of Macedonia, the Ministry of Defence of Montenegro, and the Ministry of Defence of the Republic of Serbia, with the financial support of the Royal Norwegian Ministry of Foreign Affairs, the Swedish Armed Forces, and UNDP. The goal of this project is to mainstream gender issues into the security sector reform processes, and thus contribute to the increased efficiency of the security sector in the Western Balkans. The project provides support to the participating Ministries of Defence in building the capacities of the gender equality mechanisms, improving the conditions for effective recruitment and retention of women, including the sensitization of the members of the Armed Forces on gender equality issues, reviewing human resources policies and procedures and supporting the advancement of women in the armed forces. The project's regional approach enables the exchange of knowledge and information and contributes to building confidence and greater security in the Western Balkans.

The study presents:

- Comparable data on the representation of women in the armed forces in the Western Balkans;
- Policies and practices of the Ministries of Defence and the armed forces on recruiting women, their education and training, career development and participation in peacekeeping missions;
- Policies and practices related to achieving gender equality in the armed forces.

The present study is the result of a joint endeavour of the Ministries of Defence in the Western Balkans and as such is a unique example of regional cooperation. With the support of UNDP/SEESAC, a working group comprising representatives from the ministries of defence was established and met three times. At the first meeting held on 10 October 2012 in Skopje, the research methodology was developed. The working group drafted a research questionnaire by adapting and combining the *NATO National Report*<sup>1</sup> questionnaire and two questionnaires used in studies on the position of women in eight police services in South Eastern Europe<sup>2</sup>. From January to May 2013 the ministries collected data and information through the questionnaire. Based on the responses, the first draft of the analysis was prepared and then discussed at the working group's second meeting on 24 June 2013 in Belgrade. The structure of the study was then determined, additional questions were identified, and the responses were collected for the completion of the study. By September 2013 the ministries submitted additional information needed for the finalisation of the analysis. The working group met for the third time on 24 and 25 September 2013, and finalised the study with its recommendations.

The ministries are unanimous in their appraisal that progress has been made in mainstreaming gender equality in the defence systems of the participating countries. Progress is reflected in opening of military academies for women and recruiting women for professional soldier duties; adopting National Action Plans for the Implementation of the United Nations Security Council Resolution 1325 on Women, Peace and Security (UNSCR 1325); establishing institutional bodies to promote gender equality; introducing gender-sensitive statistics; introducing gender equality in training programs; and increasing the number of activities in the field of gender equality.

The challenges these ministries still face relate to the continuing under-representation of women in the armed forces, their limited career guidance and gender stereotypes that have not been fully overcome. In some cases, ministries are facing challenges to increase interest among women to join the armed forces, to adapt infrastructure to the needs of women and men and finding appropriate mechanisms to fill the positions of women on maternity leave as well as the need for a more comprehensive approach to the analysis of the requirements of individual positions.

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<sup>1</sup> NATO Committee on Gender Perspectives, *Handbook for Delegates*, Version 2010, p. 22.  
<[http://www.nato.int/issues/women\\_nato/2010/handbook\\_2010-v2.pdf](http://www.nato.int/issues/women_nato/2010/handbook_2010-v2.pdf)> 29. 9. 2013.

<sup>2</sup> *Establishing the Southeast Europe Women Police Officers Network - Research Findings and Guidelines for Gender Sensitive Policing* available at: <http://www.seesac.org/wpou-publications/1/> (29 September, 2013).



An insufficient number of women in the military, especially in command and leadership positions, shows that changes must be made to attract and retain women in the defence systems. To achieve this, the ministries of defence are reviewing and improving their human resources policies with a view of ensuring that career progression for women in the armed forces is improved. Such a process of reform must be based on detailed research of the position and prospects of women in the military, which is the goal of this study.

Research findings are presented in the following chapters. In Section 2, data on the representation of women in the armed forces of the participating countries are presented, including representation in all military branches, in command positions, in training for the Armed Forces, and advanced training and professional development. The following sections present the human resources management policies and practices of the Ministries of Defence and the Armed Forces with gendered overview of the approaches in attracting and recruiting, career development, education and training. Section 4 details the working conditions in the broadest sense, including the traditional measures of protection, the right to join a trade union, the Code of Conduct, the institutional mechanisms for gender equality and balance between personal and professional life. Section 5 is devoted to gender education and sensitisation and participation in peacekeeping missions. Recommendations can be found in Section 6. The survey is supplemented by Annexes with a detailed review of the statistical data on the representation of women in various military branches by rank, an overview of the legal framework relevant for gender equality issues in the armed forces and additional information about the military education system in all four countries.

## / 2. REPRESENTATION OF WOMEN IN THE ARMED FORCES

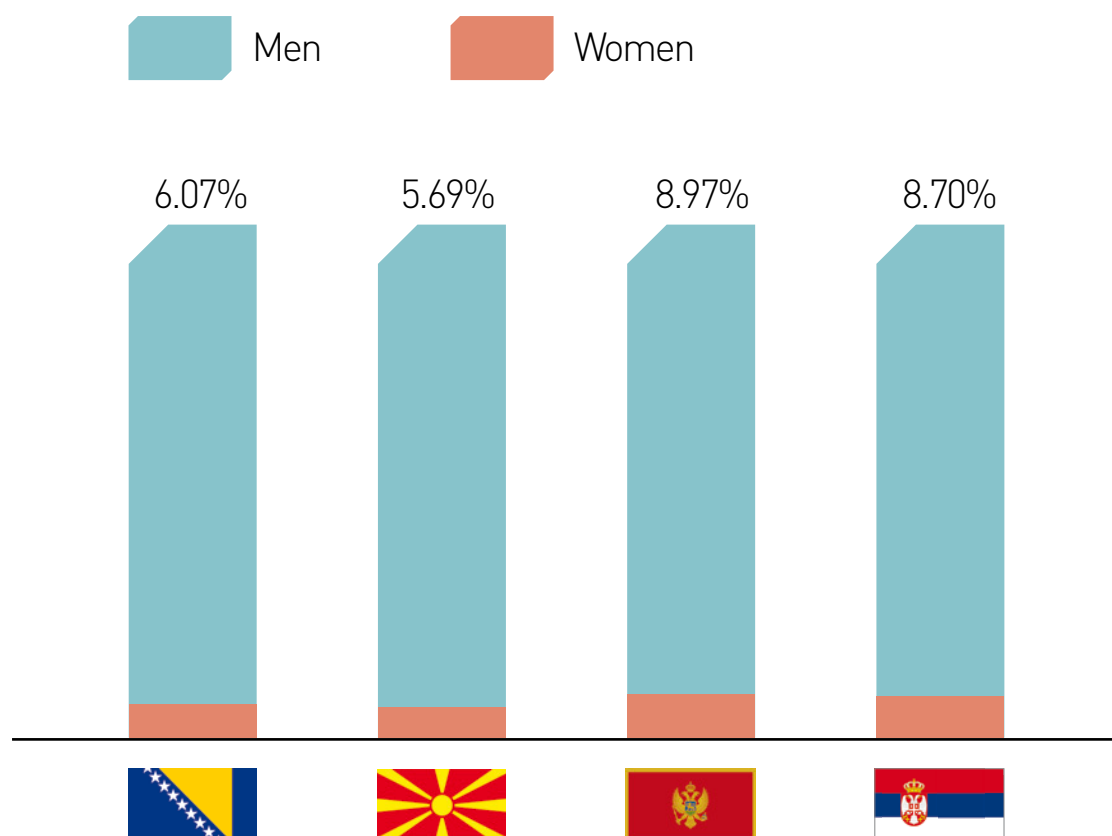
Women in the armed forces are not a novelty in the Western Balkans. Women were involved in World War I, primarily in medical teams and, to a lesser extent, in combat units. Women also played an active role in the National Liberation War, primarily in the medical service. In the Second World War and immediately after, a great number of female fighters and couriers from partisan units took part in the political and public life, although only a small number continued to serve in the Yugoslav People's Army (JNA), and then mostly in administrative duties and medical institutions. During the Socialist Federative Republic of Yugoslavia (SFRY) women with a civil degree could, after a short training, be recruited into active service in the JNA with the rank of officer. Since the late 1980s, women have been employed in the armed forces, but in very small numbers. After the dissolution of SFRY, women continued to serve in the armed forces.

Today, women make up between 5.69% and 8.97% of the armed forces in the Western Balkans, and therefore represent a minority in those institutions. By comparison, the representation of women in the armed forces of NATO countries is between 2.55% and 21%.<sup>3</sup>



<sup>3</sup> National reports 2013, NATO Office for Gender perspectives; available at: [http://www.nato.int/cps/en/natolive/topics\\_101371.htm](http://www.nato.int/cps/en/natolive/topics_101371.htm) [30 September, 2013]; Forsvaret Arspapport 2012, p. 134 (Annual Report 2012, Norwegian Ministry of Defence); available at: <http://forsvaret.no/om-forsvaret/fakta-om-forsvaret/publikasjoner/rapport2012/Documents/Forsvarets%20%C3%A5rsrapport%202012%20fullstendig%20versjon.pdf> [30 September, 2013].

## Proportion of Women in the Western Balkans Armed Forces

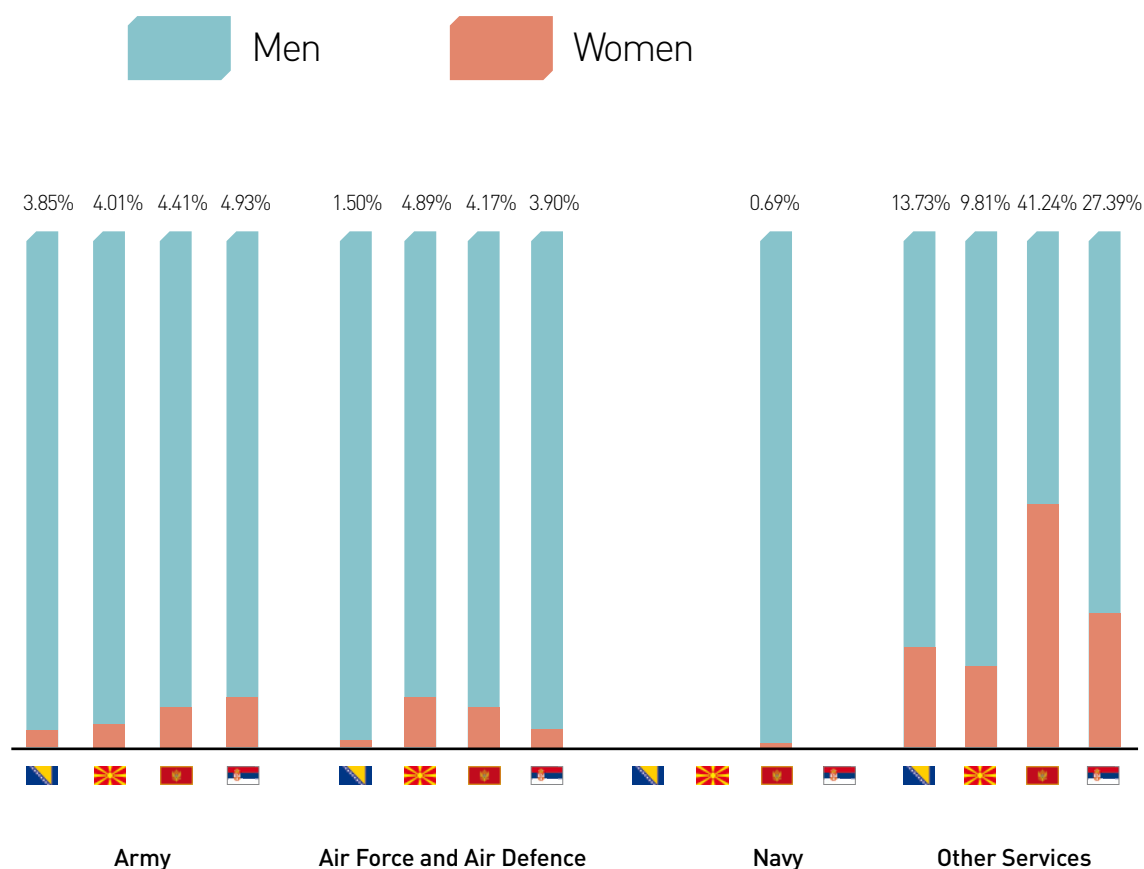


Women represent 3.85% of the army in **BiH**, 4.01% in **the former Yugoslav Republic of Macedonia**, 4.41% in **Montenegro** and 4.93% in **Serbia**. In the air force and the air defence women account for 1.50% in **Bosnia and Herzegovina**, 3.90% in **Serbia**, 4.17% in **Montenegro** and 4.89% in **the former Yugoslav Republic of Macedonia**. In **Montenegro** women make up 0.69% of the navy, while in the other countries covered by this study there are no women in these units. Given that military education has only recently become available to women, they are mostly represented in the lowest hierarchical positions.

The highest percentage of women is present in other services in the armed forces, including the civilian, medical and administrative staff, military police, and full-time or part-time reservists. In this category, women represented by 9.81% in **the former Yugoslav Republic of Macedonia**, 13.73% in **BiH**, 27.39% in **Serbia** and 41.24% in **Montenegro**.



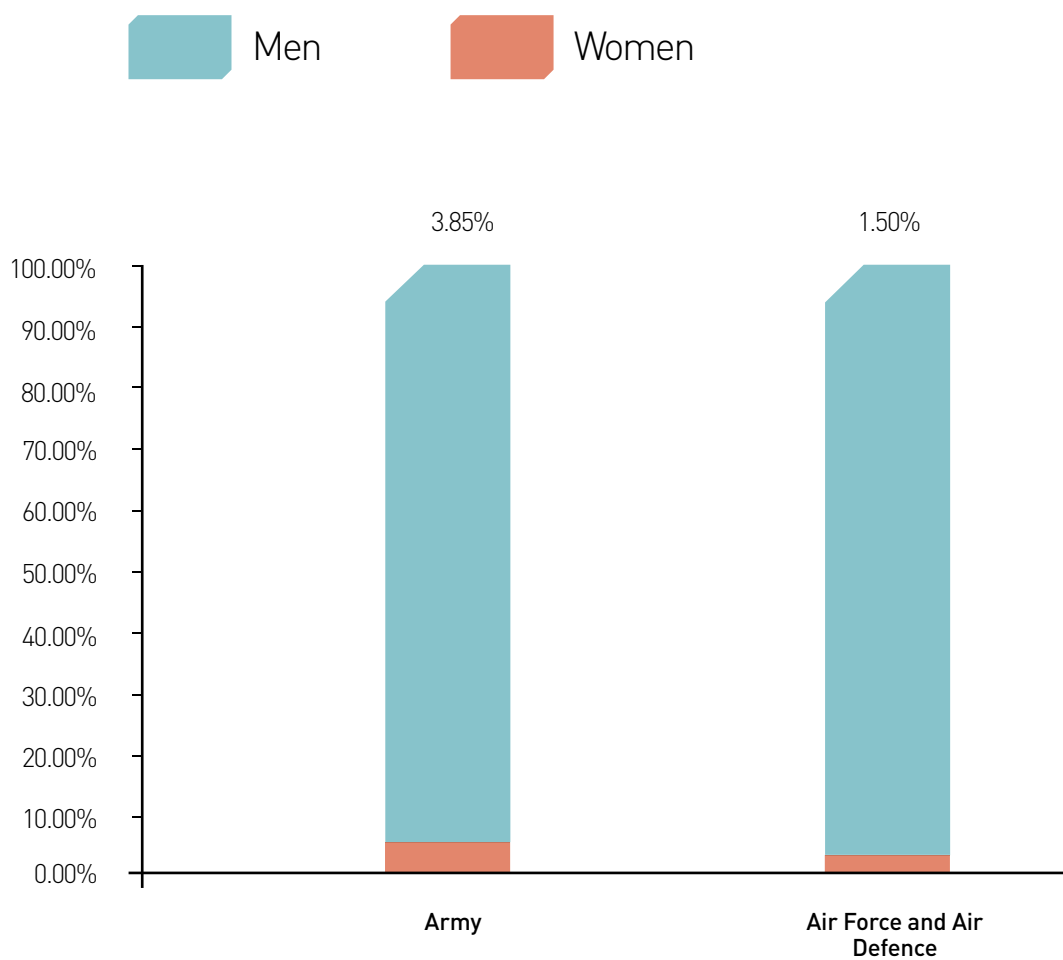
## Proportion of Women by Military Branches in the Armed Forces in the Western Balkans



## Bosnia and Herzegovina

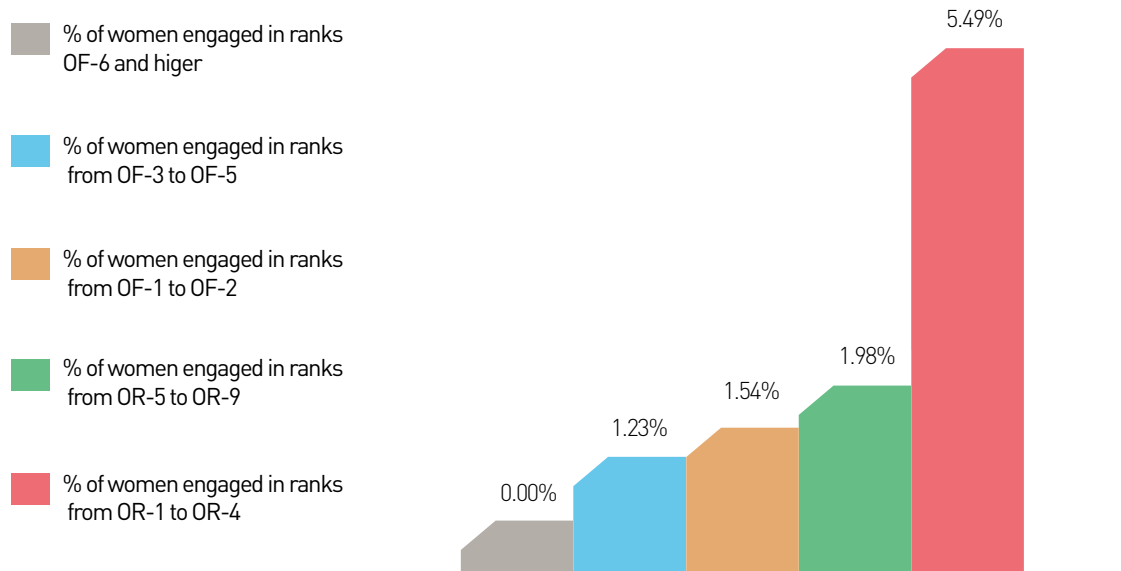
/ Graph 3

### Proportion of Women in the Armed Forces



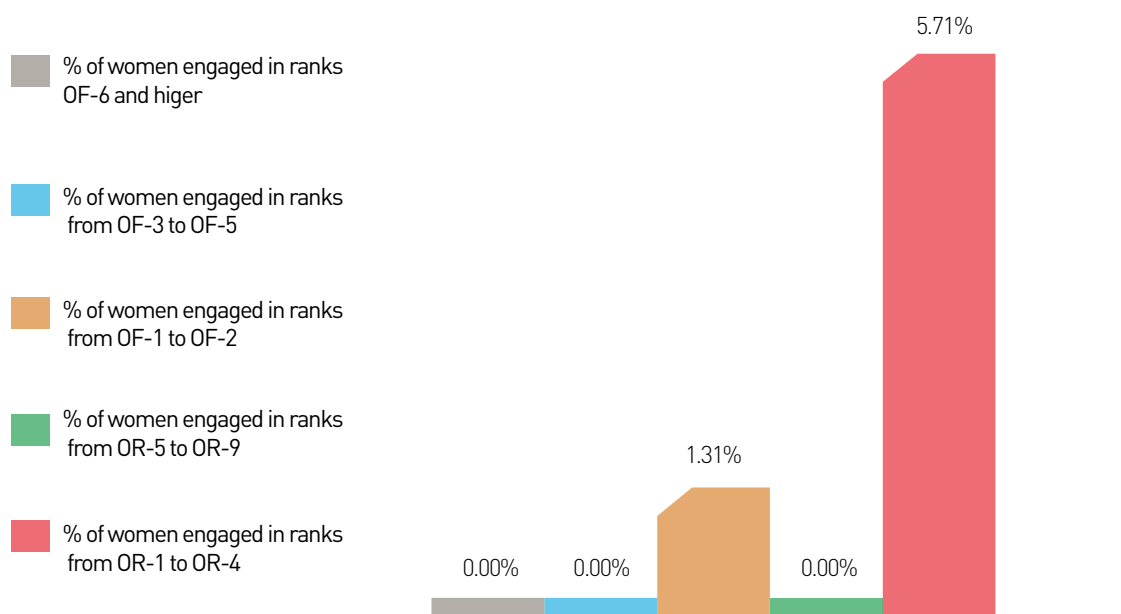
## / Graph 4

### Proportion of Women by Rank in the Army



## / Graph 5

### Proportion of Women by Rank in the Air Force and the Air Defence

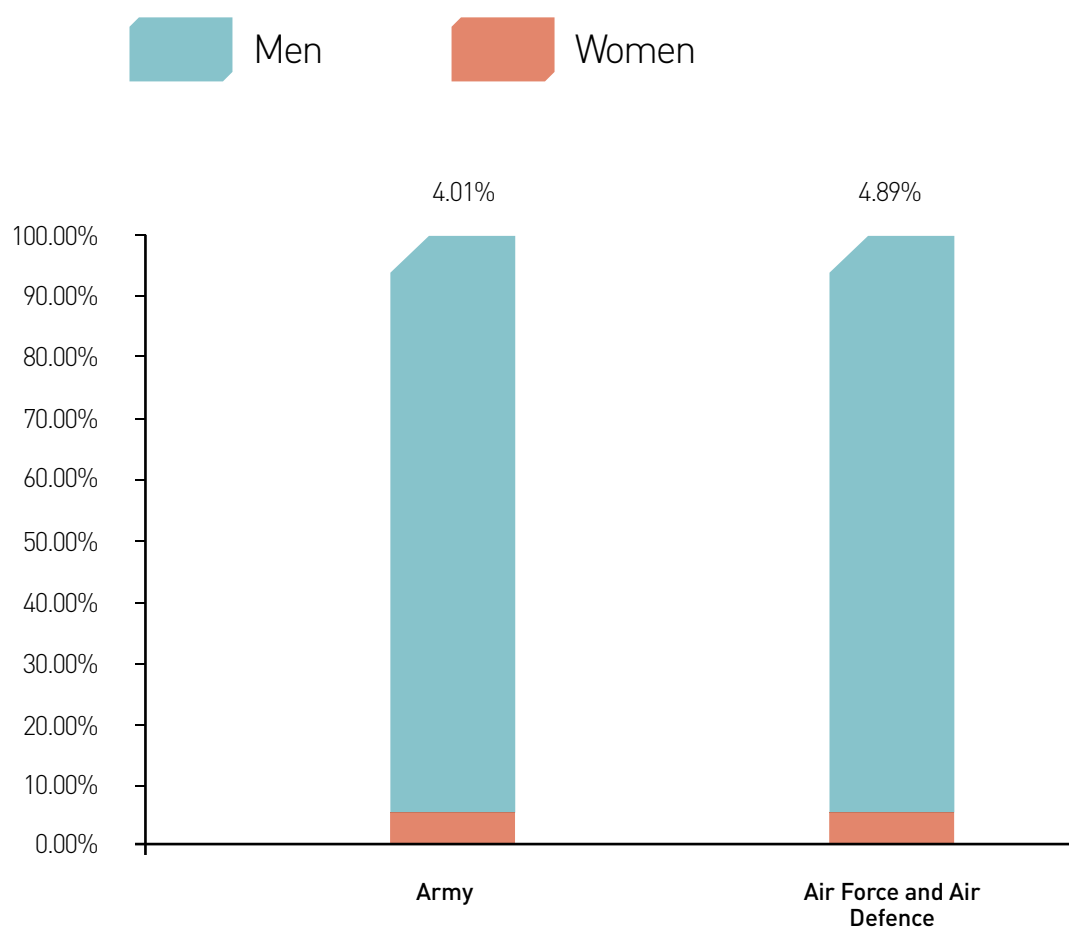




## The former Yugoslav Republic of Macedonia

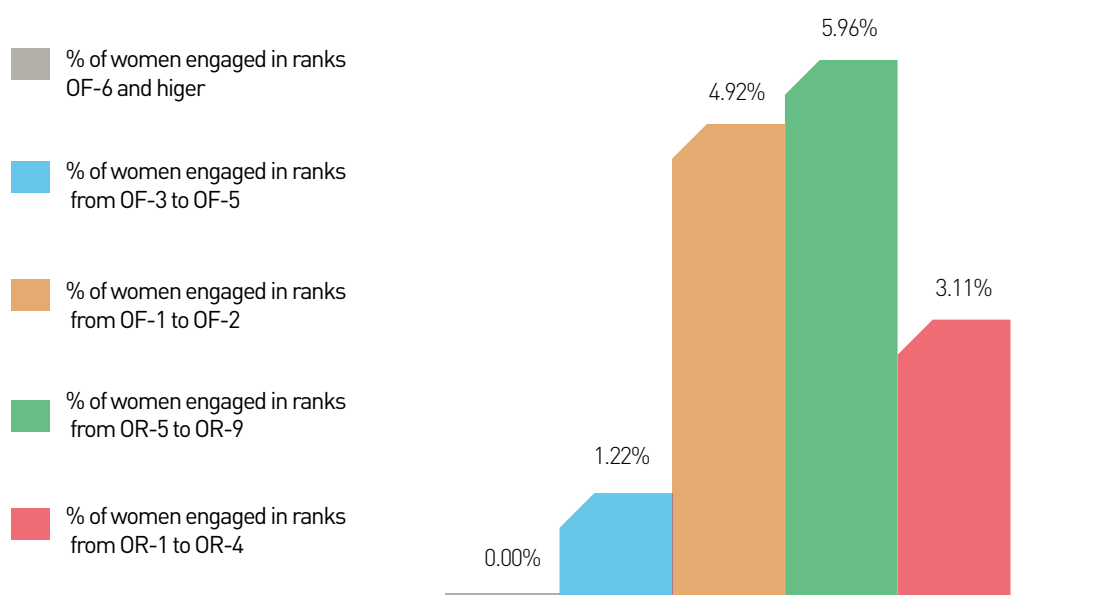
/ Graph 6

### Proportion of Women in the Armed Forces



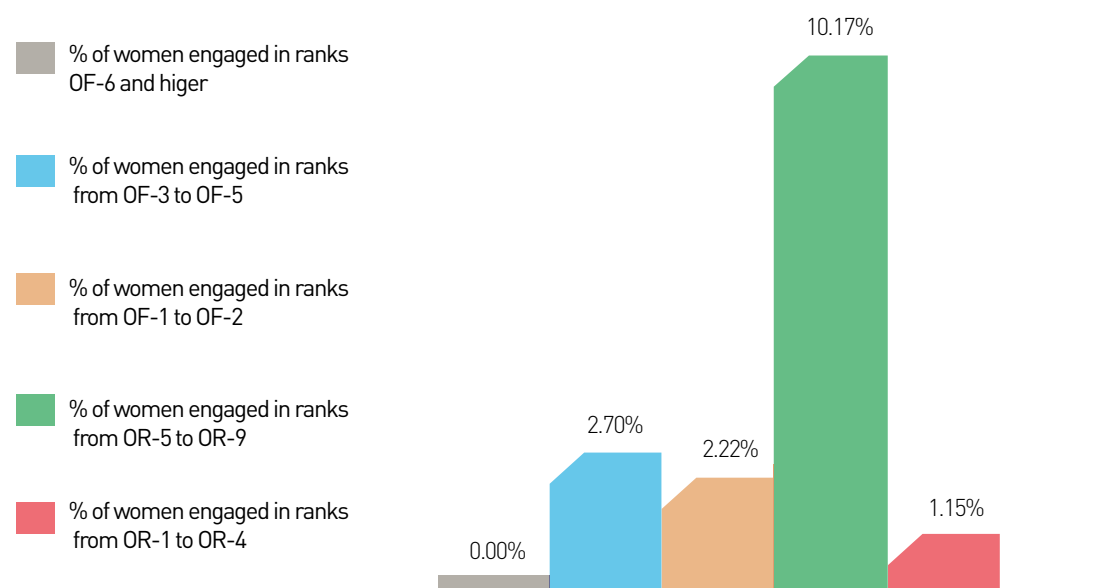
## / Graph 7

### Proportion of Women by Rank in the Army

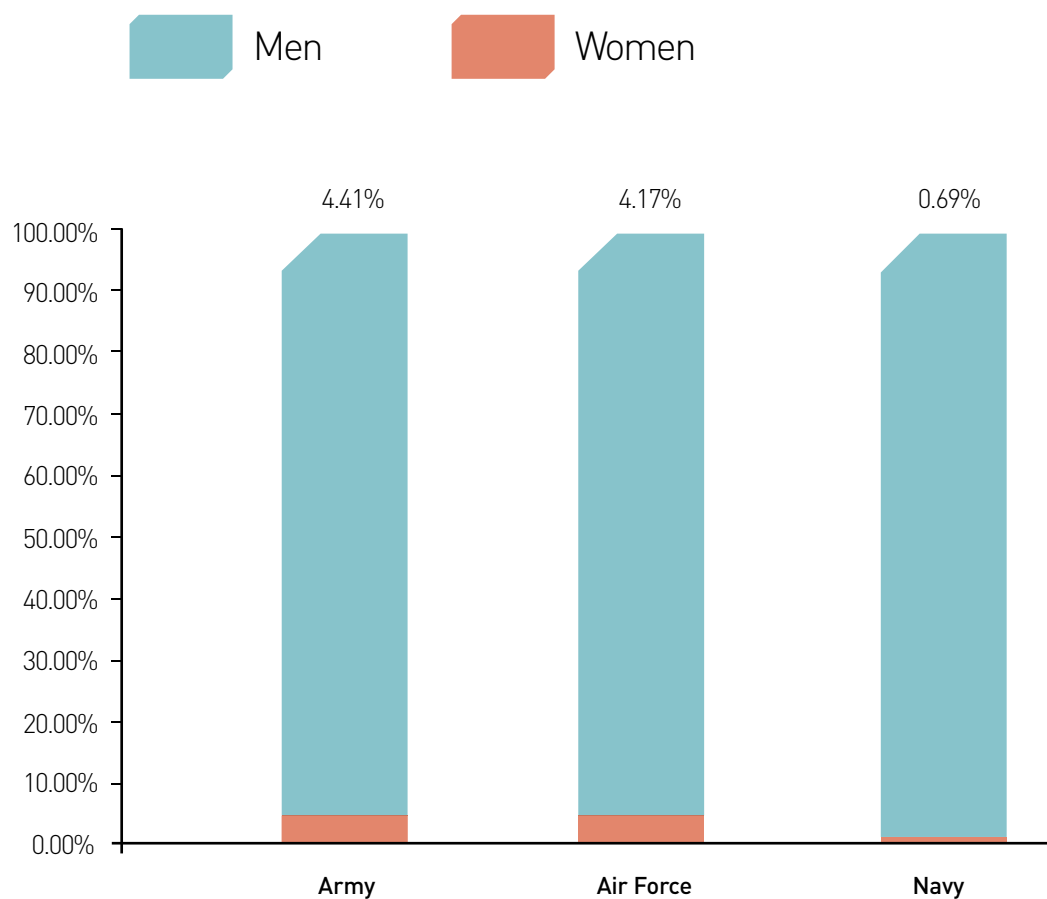


## / Graph 8

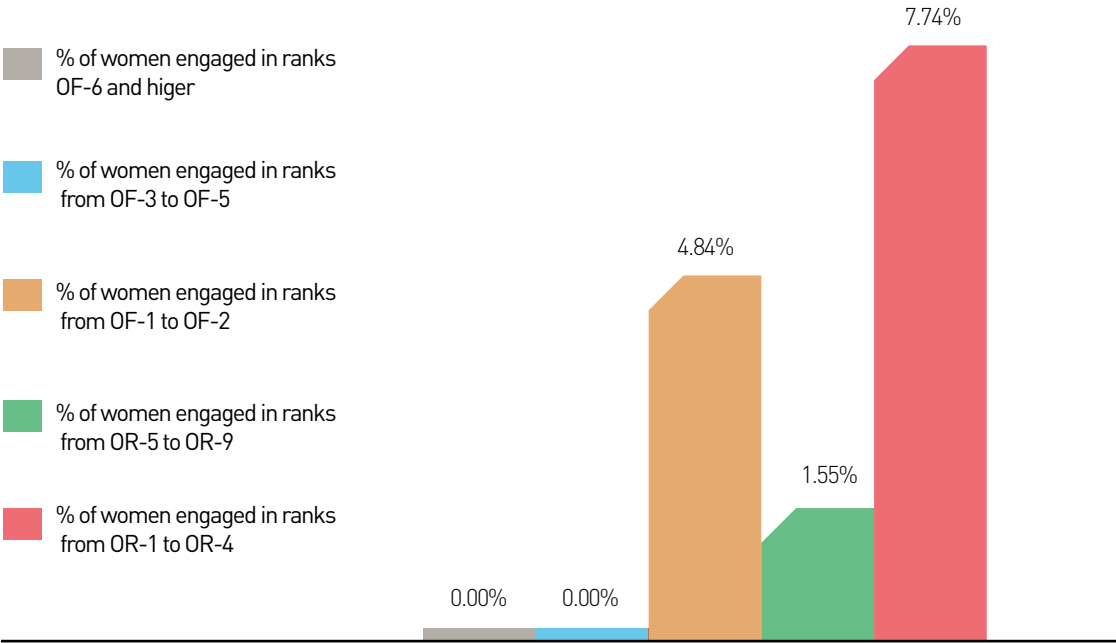
### Proportion of Women by Rank in the Air Force and the Air Defence



### Proportion of Women in the Armed Forces

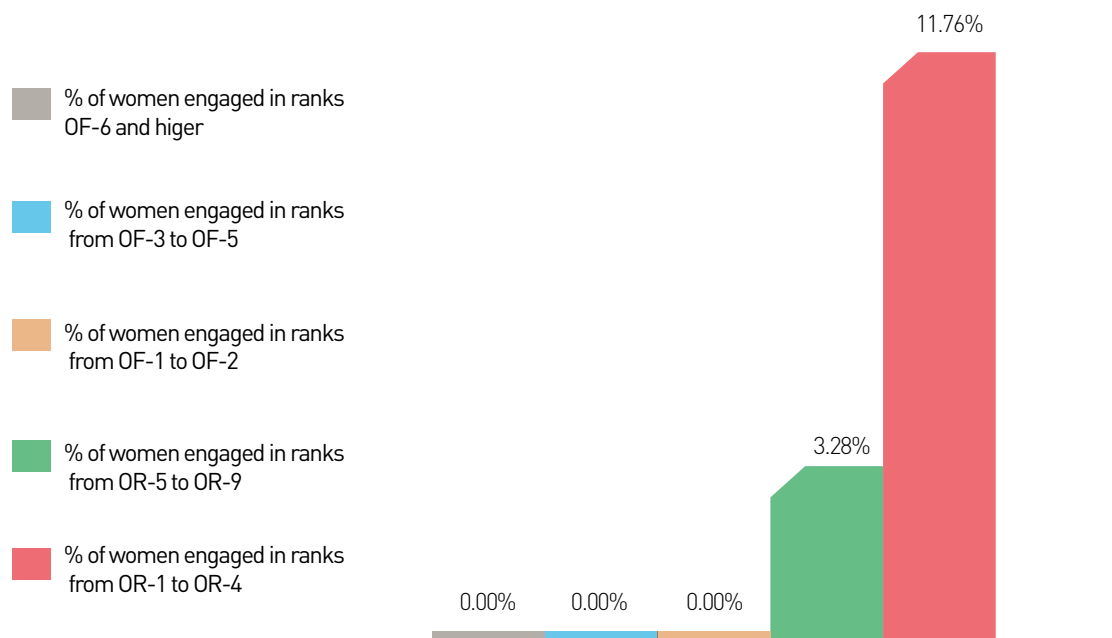


Proportion of Women by Rank in the Army

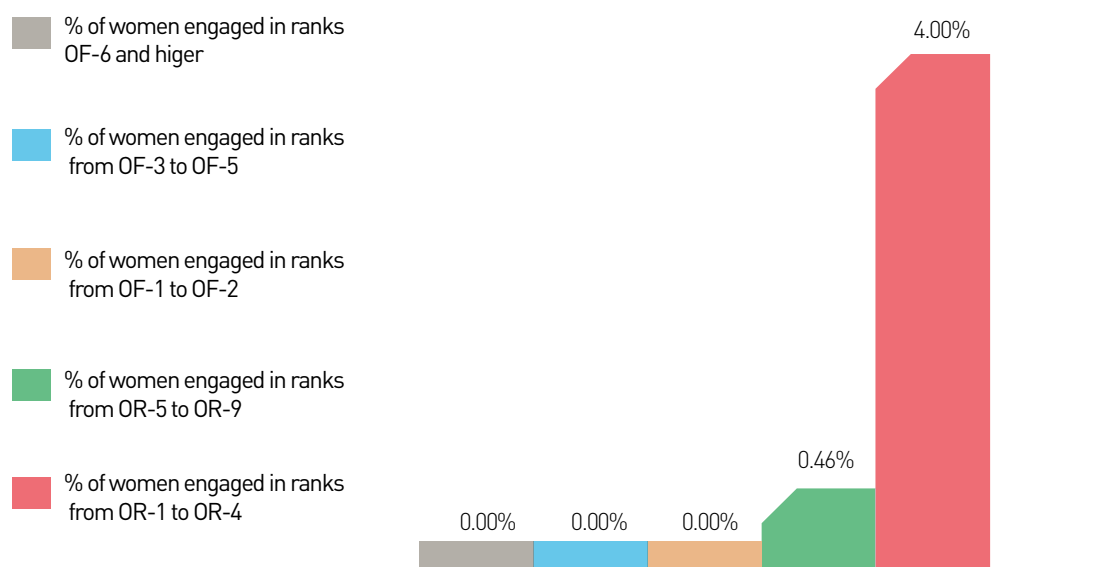




## Proportion of Women by Rank in the Air Force



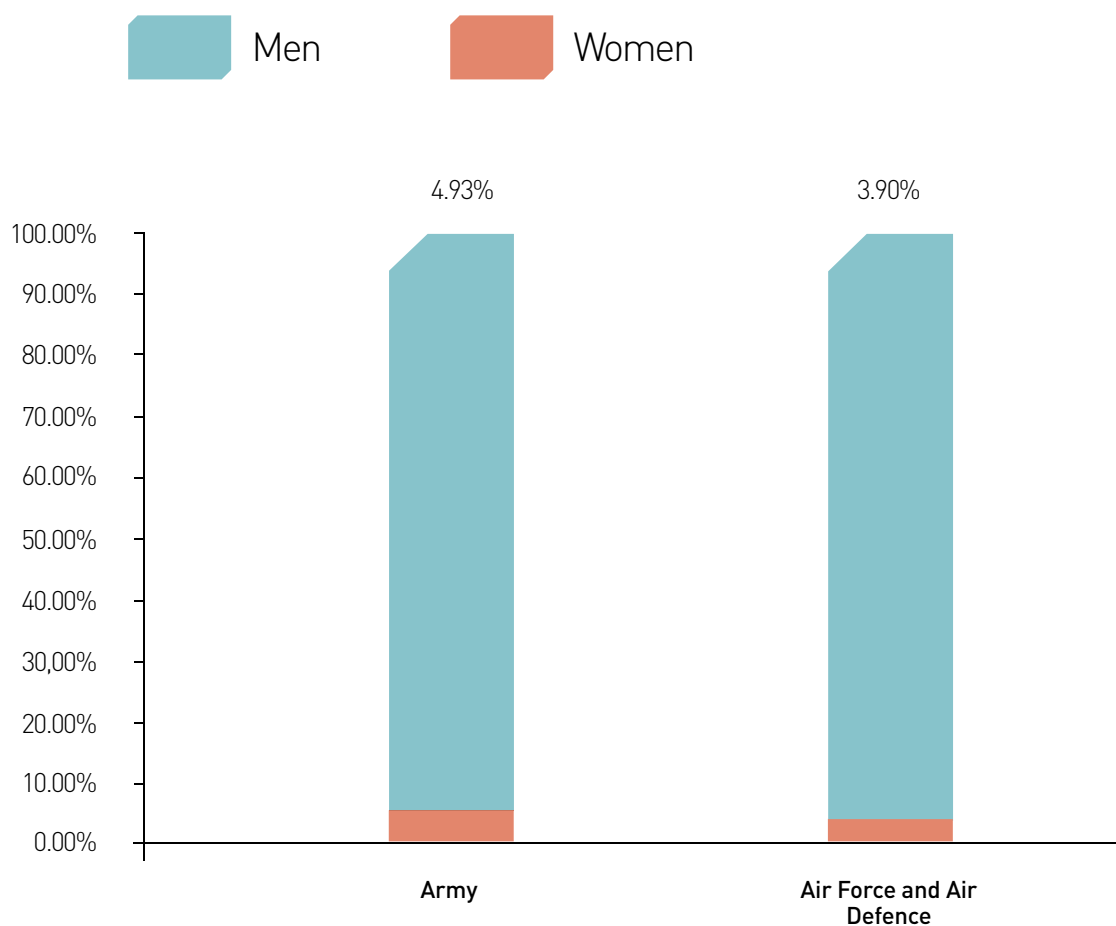
## Proportion of Women by Rank in the Navy



## Serbia

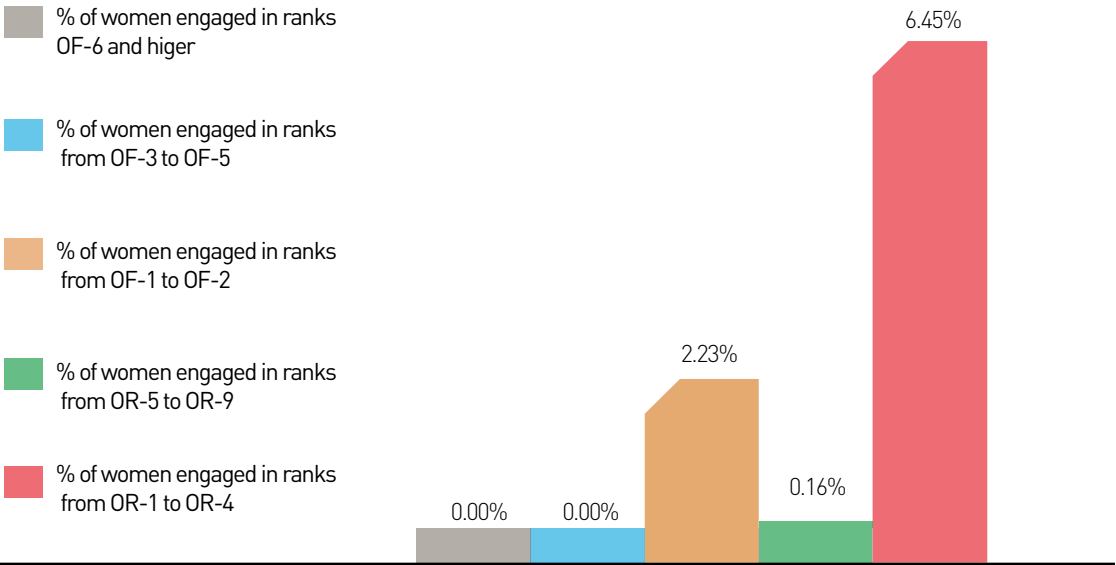
/ Graph 13

### Proportion of Women in the Armed Forces



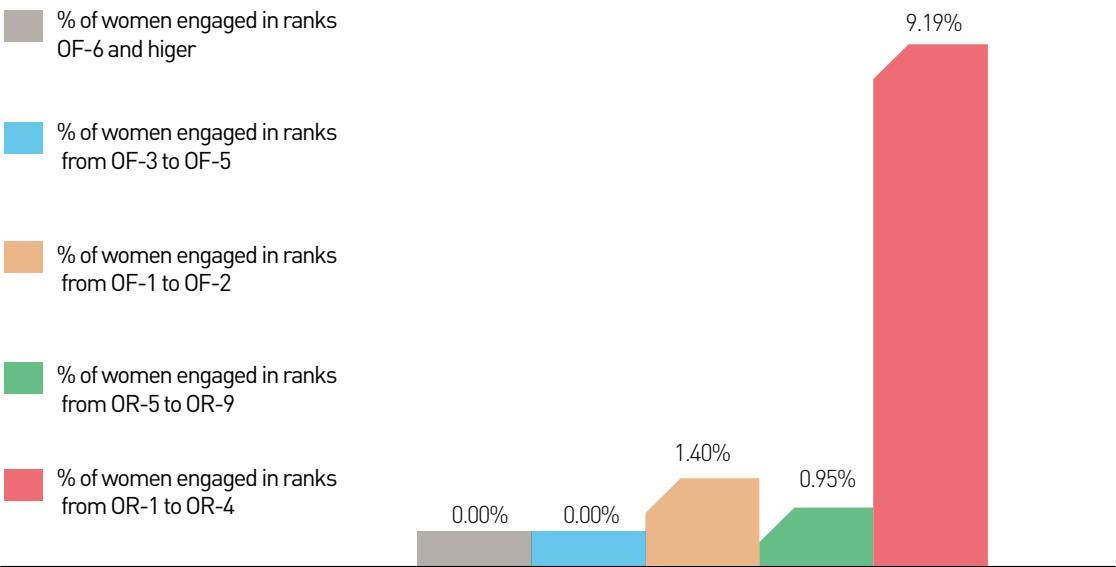
/ Graph 14

Proportion of Women by Rank in the Army



/ Graph 15

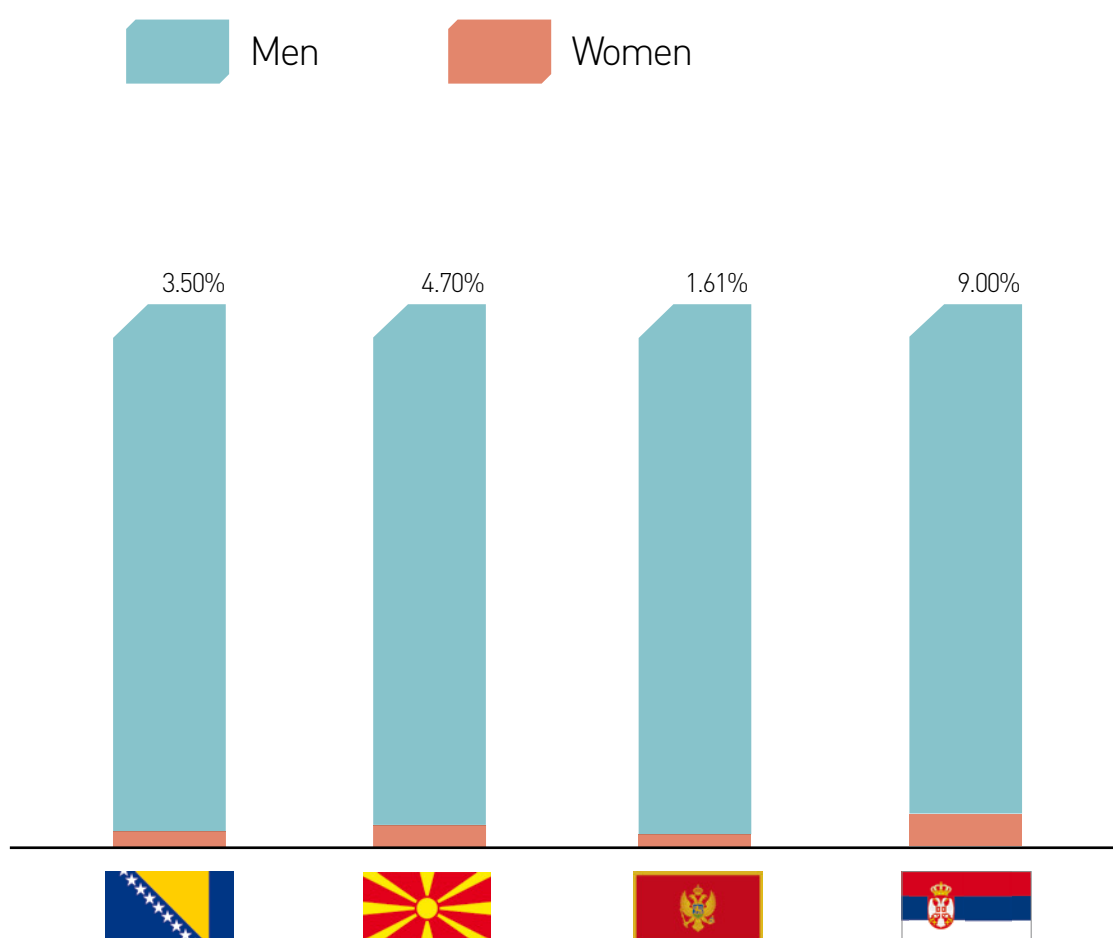
Proportion of Women by Rank in the Air Force and the Air Defence



Representation of women in multinational peace support operations involving Western Balkan countries in 2012 is as follows: 3.50% in **Bosnia and Herzegovina**, 1.61% in **Montenegro**, 4.70% in **the former Yugoslav Republic of Macedonia** and 9% in **Serbia**. Women in peacekeeping missions are usually part of army units or engaged in other services, including civilian positions in the military, medical or administrative personnel, military police and full-time or part-time reservists.

/ Graph 16

## Proportion of Women in Multinational Peace Support Operations





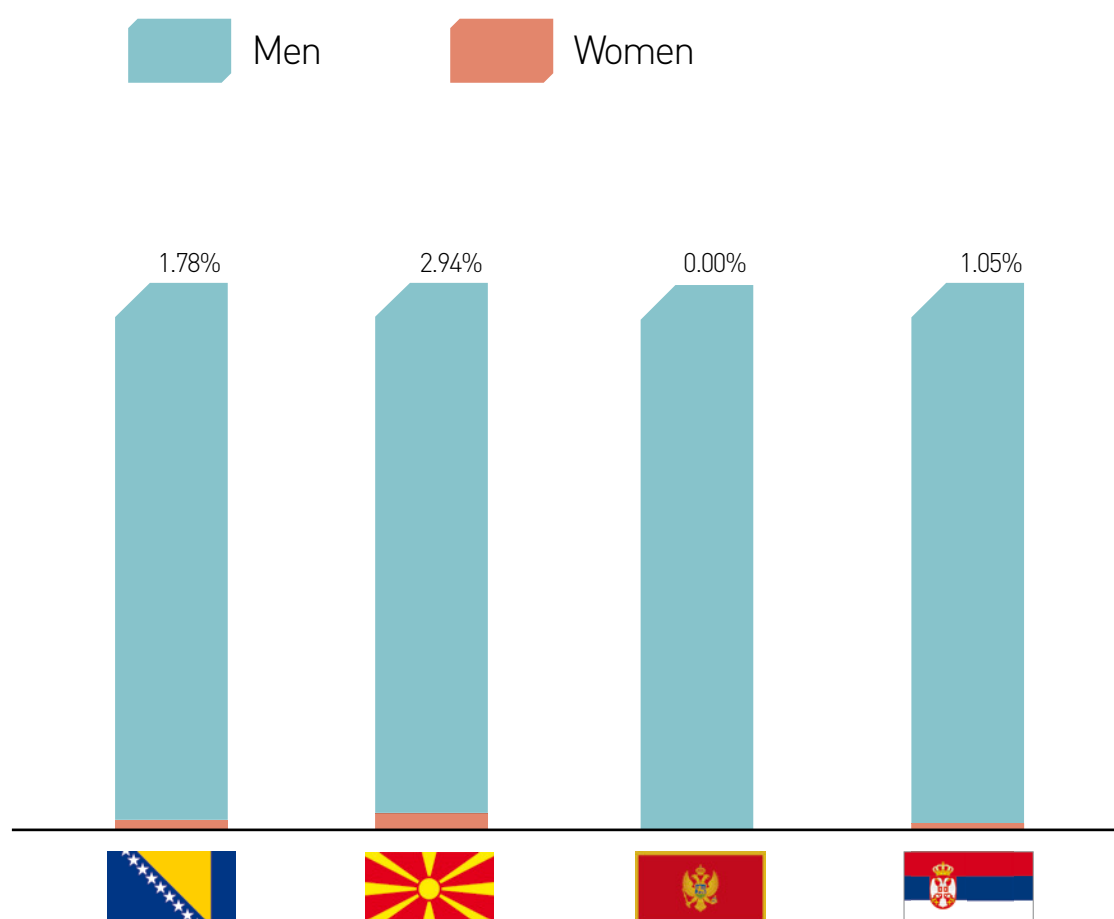
## / 2.1. REPRESENTATION OF WOMEN IN DECISION-MAKING POSITIONS IN THE ARMED FORCES

### Women in Command Positions

In **BiH** women occupy 1.78% of command positions. In **the former Yugoslav Republic of Macedonia** women occupy 2.94% of command positions. In **Serbia** women represent 1.05% of the command structure<sup>4</sup>, while in **Montenegro** there are no women in command positions.

/ Graph 17

### Proportion of Women in Command Positions



<sup>4</sup> According to data provided, thanks to the promotion of officers of the 132nd, 133rd, and 134th classes of the Military Academy, Serbian Armed Forces register an increasing trend of representation of women in command positions, from 0.28% in 2009 to 1.05% in 2012.

## Civilian Women in Management Positions in the Armed Forces<sup>5</sup>

In **BiH** and **Montenegro** there are no women in civilian leadership positions in the armed forces, while in **the former Yugoslav Republic of Macedonia** there are three civilian women (0.9%) in management positions. In the **Serbian** Armed Forces women in management positions in 2012 reached 25.29% of the total number of civilians in leadership positions.

## Uniformed Women in Management Positions in the Ministry or the Armed Forces

In **BiH** and **Montenegro** there are no women in uniform in managerial positions.

In **the former Yugoslav Republic of Macedonia**, women in uniform represent 5.7% of all persons in managerial positions in the armed forces. There are no women in uniform in managerial positions in the Ministry of Defence.

In **Serbia** the representation of women in uniform in managerial positions in the MoD and the Armed Forces of Serbia has reached 1.03% in 2012.



<sup>5</sup> This category covers women in uniform who occupy managerial positions in the armed forces or at the Ministry of Defense, in case such positions are available.

## / 2.2. STATISTICS ON MILITARY TRAINING TRAINEES

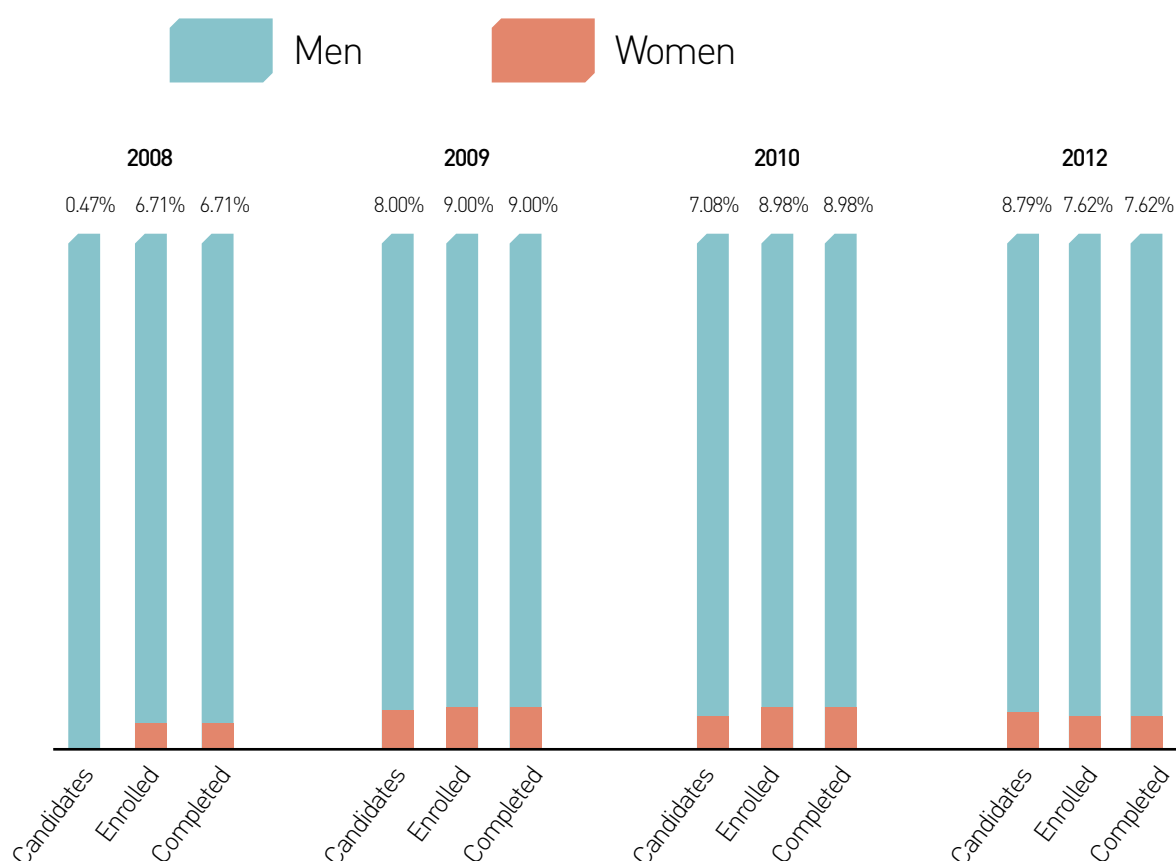
### BASIC MILITARY TRAINING

#### Bosnia and Herzegovina

In 2008, 4,852 men and 23 women applied for training. The MoD began to promote the military profession with a special focus on attracting women. In the subsequent 4 years, interest for training has increased by 27% among men. In 2012, there were about 26 times more women candidates than in 2008. All men and women who have been enrolled in the training completed it successfully.

/ Graph 18

#### Proportion of Women in Basic Military Training, BiH



## Proportion of Women in Basic Military Training, BiH

Basic Military Training 2012	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	595	8.79	6172	91.21	6767	100
Enrolled in 2013	49	7.62	594	92.38	643	100
Completed in 2013	49	7.62	594	92.38	643	100

Basic Military Training 2010	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	396	7.08	5196	92.92	5592	100
Enrolled in 2011	106	8.98	1074	91.02	1180	100
Completed in 2011	106	8.98	1074	91.02	1180	100

Basic Military Training 2009	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	297	8.00	3415	92.00	3712	100
Enrolled in 2010	80	9.00	809	91.00	889	100
Completed in 2010	80	9.00	809	91.00	889	100

Basic Military Training 2008 (first enrolment)	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	23	0.47	4852	99.53	4875	100
Enrolled	21	6.71	292	93.29	313	100
Completed	21	6.71	292	93.29	313	100

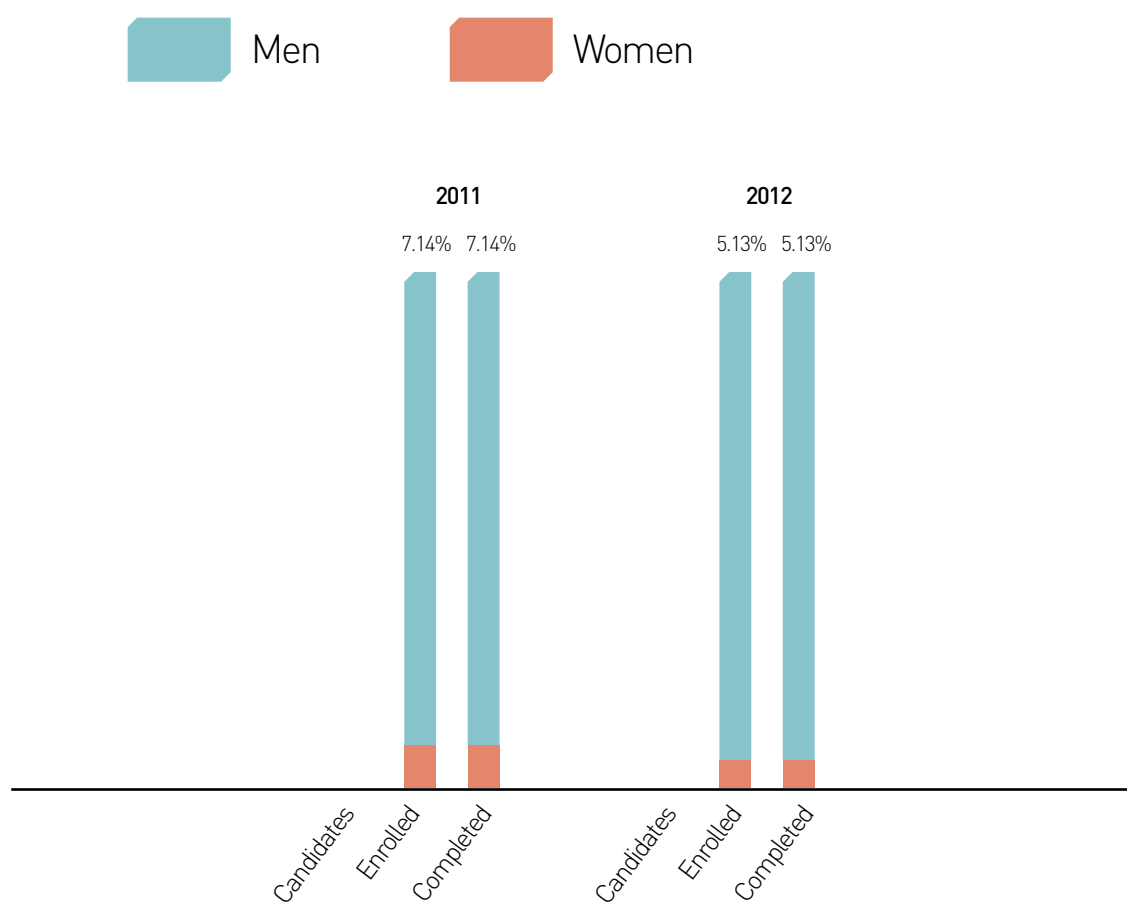


## The former Yugoslav Republic of Macedonia

Women represent between 5.13% and 7.14% of those accepted for basic military training and all of them successfully completed it. All male candidates also successfully completed basic military training.

/ Graph 19

### Proportion of Women in Basic Military Training, the former Yugoslav Republic of Macedonia



### Proportion of Women in Basic Military Training, the former Yugoslav Republic of Macedonia

Basic Military Training (2012)	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	2	5.13	37	94.87	39	100
Completed	2	5.13	37	94.87	39	100

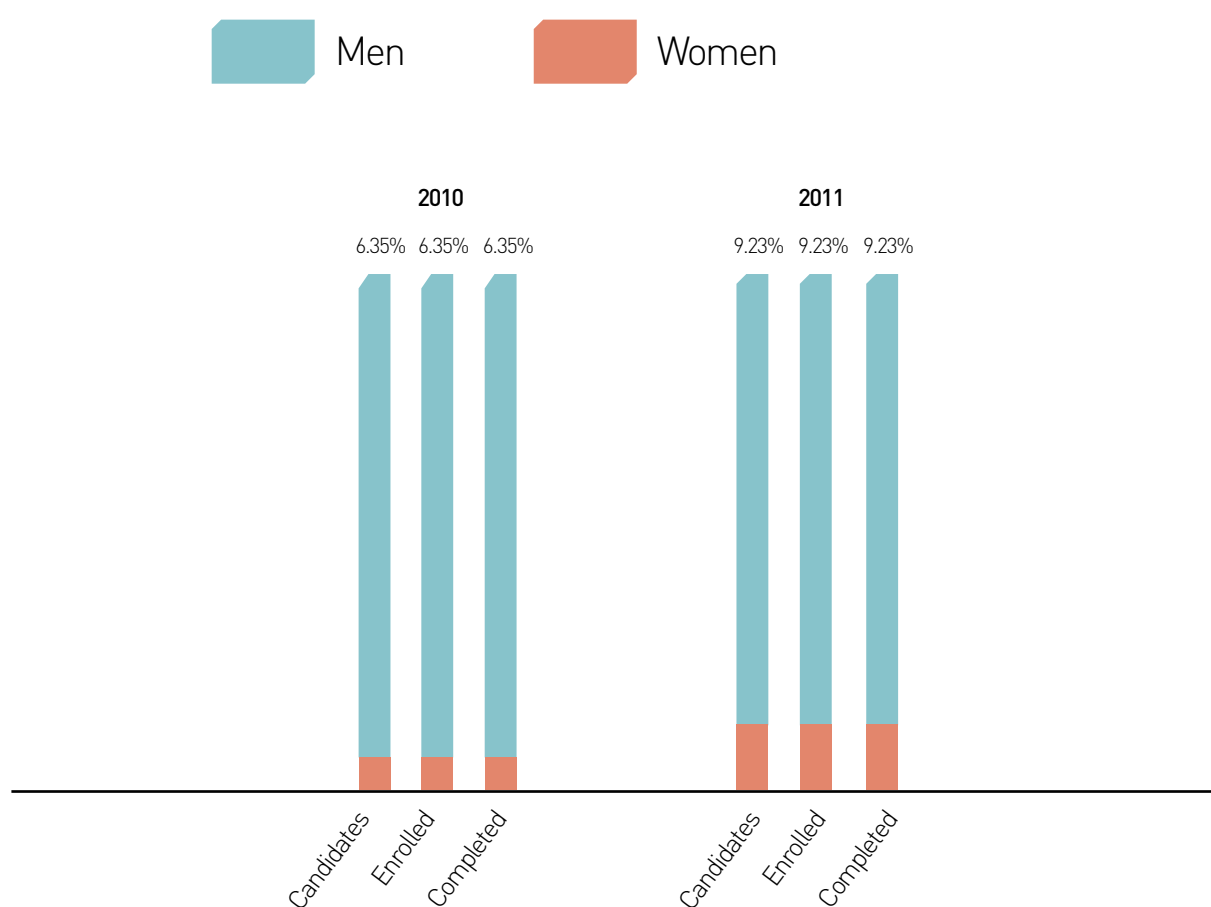
Basic Military Training (2011)	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	14	7.14	182	92.86	196	100
Completed	14	7.14	182	92.86	196	100

## Montenegro

Women represented between 6.35% and 9.23% of those accepted for basic military training in 2010 and 2011. In 2012 and 2013 there were no recruitments into service of the Army of **Montenegro** or basic military training.

/ Graph 20

### Proportion of Women in Basic Military Training, Montenegro



### Proportion of Women in Basic Military Training, Montenegro

Basic Military Training 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	6	9.23	59	90.77	65	100
Enrolled	6	9.23	59	90.77	65	100
Completed	6	9.23	59	90.77	65	100

Basic Military Training 2010 (first enrolment)	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	4	6.35	59	93.65	63	100
Enrolled	4	6.35	59	93.65	63	100
Completed	4	6.35	59	93.65	63	100

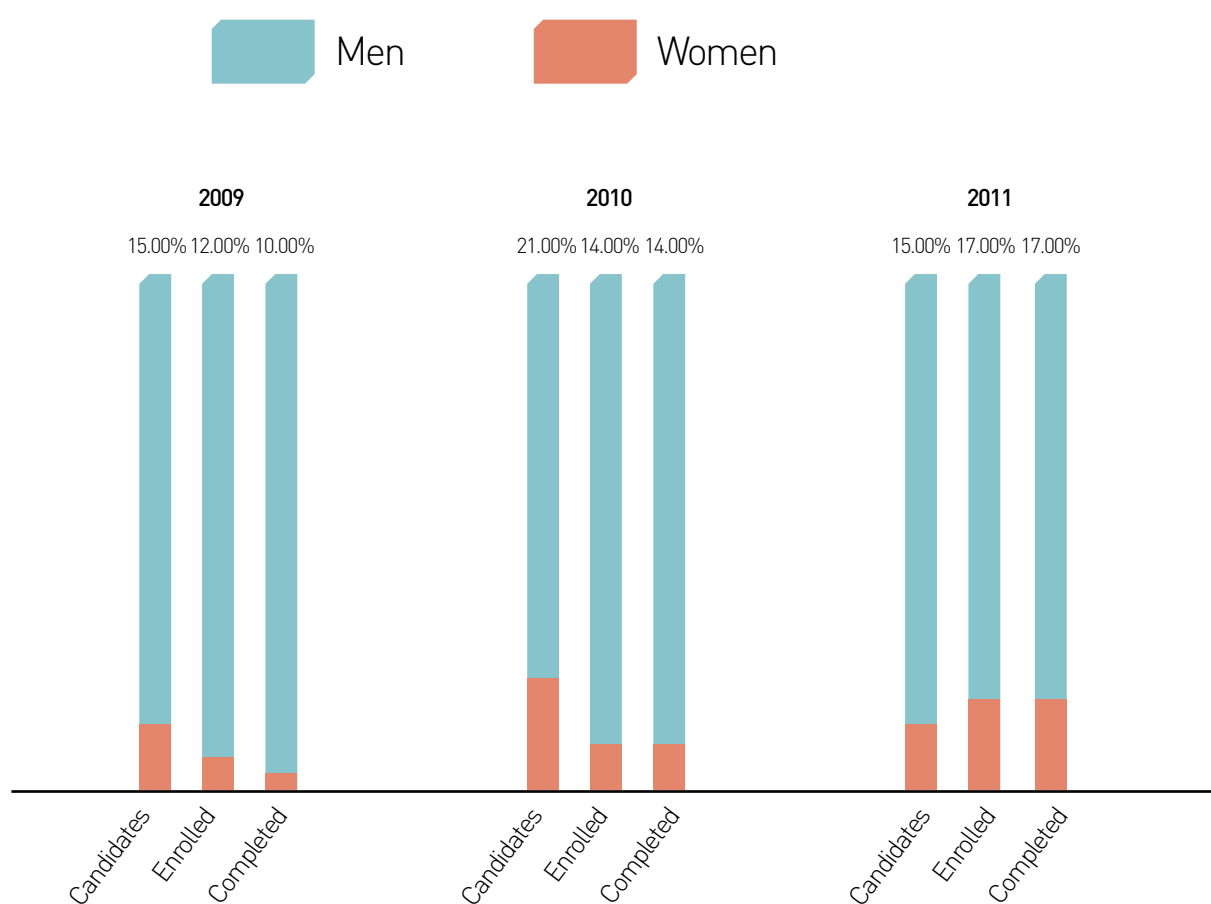


## Serbia

Women accounted for between 12% and 17% of those accepted for the first three basic military training cohorts. There were women who did not complete the first training; all women successfully completed the following trainings.

/ Graph 21

### Proportion of Women in Basic Military Training, Serbia



## Proportion of Women in Basic Military Training, Serbia

Basic Military Training 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	15.00	-	85.00	-	100
Enrolled	-	17.00	-	83.00	-	100
Completed	-	17.00	-	83.00	-	100

Basic Military Training 2010	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	21.00	-	79.00	-	100
Enrolled	-	14.00	-	86.00	-	100
Completed	-	14.00	-	86.00	-	100

Basic Military Training 2009	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	15.00	-	85.00	-	100
Enrolled	-	12.00	-	88.00	-	100
Completed	-	10.00	-	90.00	-	100

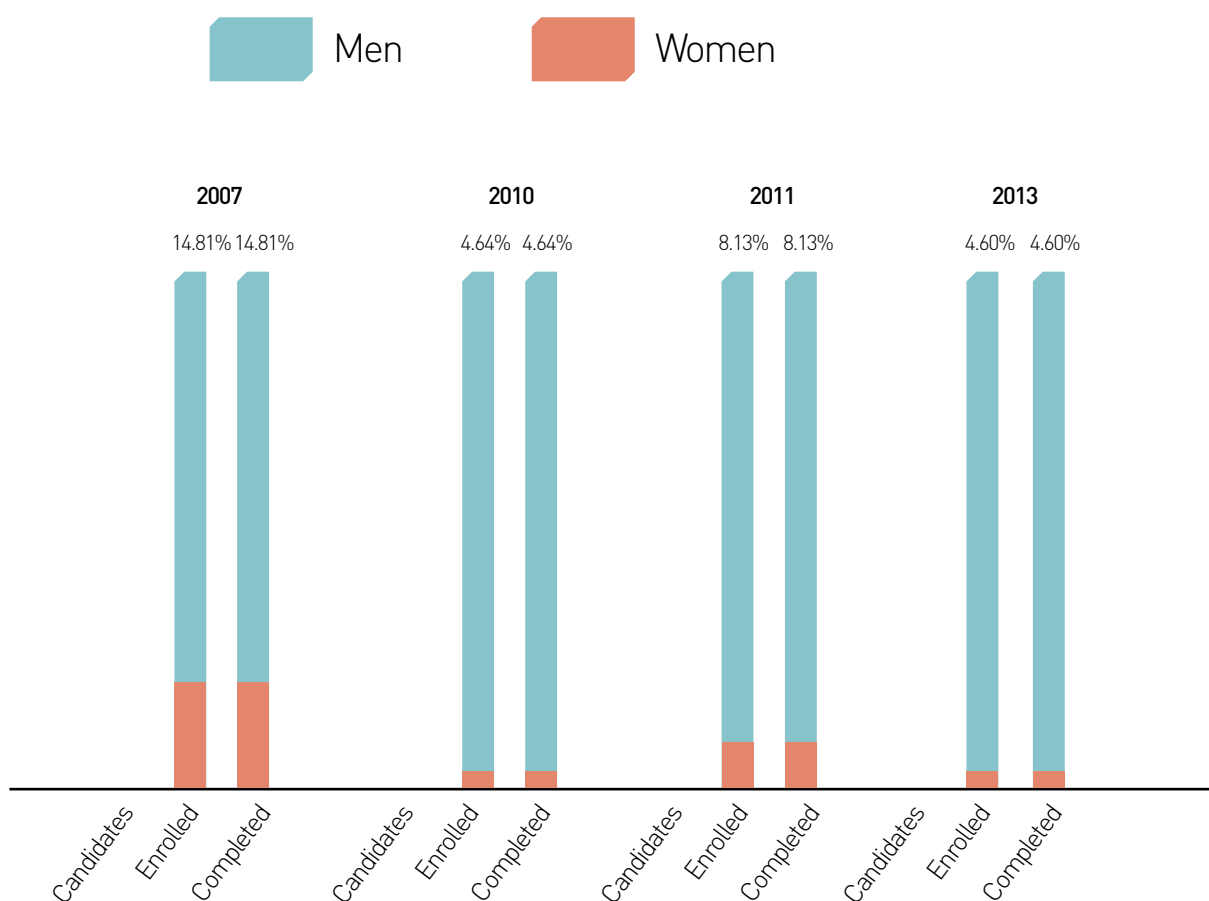
# NON-COMMISSIONED OFFICER TRAINING

## Bosnia and Herzegovina

Admission to non-commissioned officer training was based on an internal vacancy announcement. During the first non-commissioned officer training, organised in 2007, women represented 14.81% of total enrolment. From 2008 to 2013, they represented between 4.60% and 8.13% of those enrolled. All the enrolled men and women successfully completed the training.

/ Graph 22

### Proportion of Women in Non-Commissioned Officer Training, BiH



### Proportion of Women in Non-Commissioned Officer Training, BiH

Non-Commissioned Officer Training 2013	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	8	4.60	166	95.40	174	100
Completed	8	4.60	166	95.40	174	100

Non-Commissioned Officer Training 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	828	100
Enrolled	10	8.13	113	91.87	123	100
Completed	10	8.13	113	91.87	123	100

Non-Commissioned Officer Training 2010	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	9	4.64	185	95.36	194	100
Completed	9	4.64	185	95.36	194	100

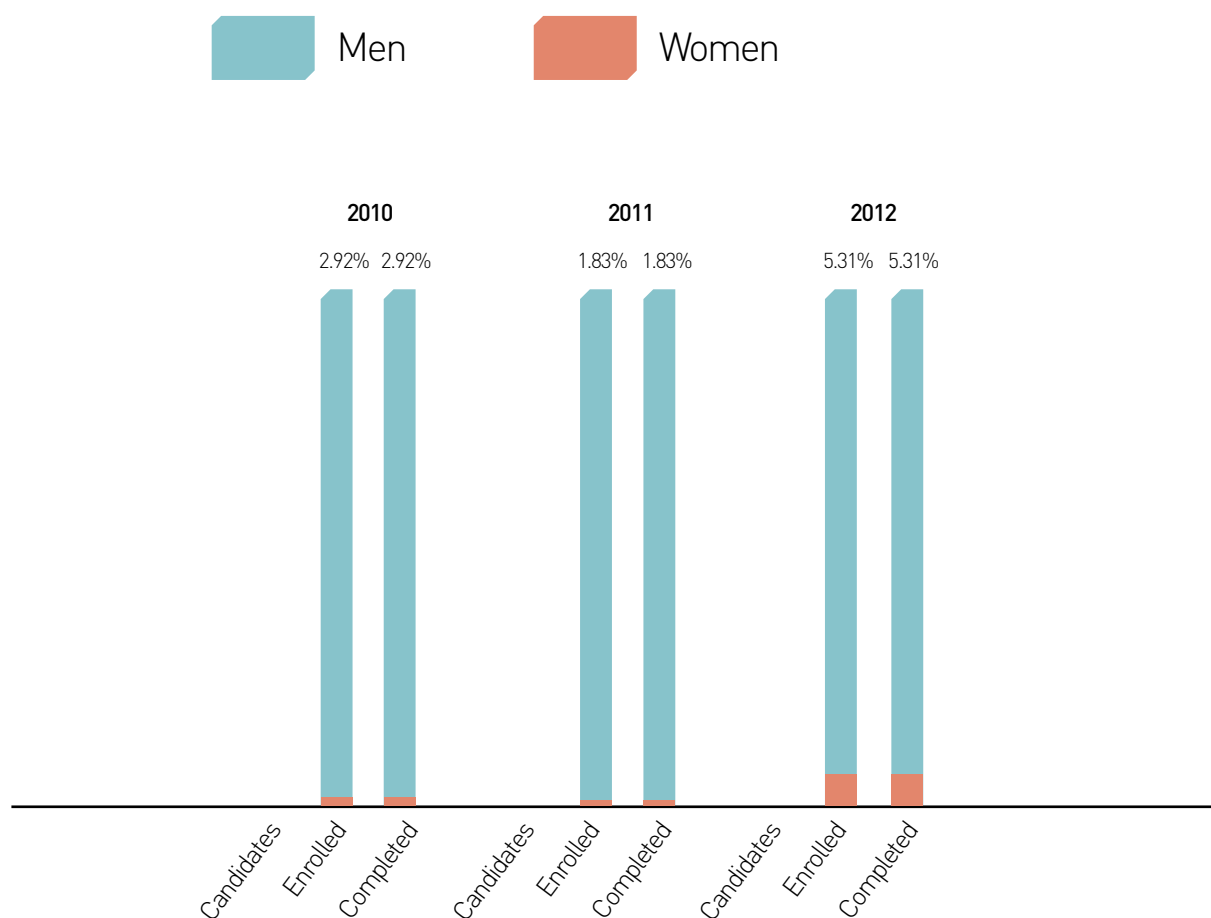
Non-Commissioned Officer training 2007 (first enrolment)	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	4	14.81	23	85.19	27	100
Completed	4	14.81	23	85.19	27	100

## The former Yugoslav Republic of Macedonia

At the non-commissioned officer training women represented between 1.83% and 5.31% of enrolled candidates. All candidates completed the training.

/ Graph 23

### Proportion of Women in Non-Commissioned Officer Training, the former Yugoslav Republic of Macedonia



### Proportion of Women in Non-Commissioned Officer Training, the former Yugoslav Republic of Macedonia

Non-Commissioned Officer Training 2012	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	46	5.31	821	94.69	867	100
Completed	46	5.31	821	94.69	867	100

Non-Commissioned Officer Training 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	2	1.83	107	98.17	109	100
Completed	2	1.83	107	98.17	109	100

Non-Commissioned Officer Training 2010	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	4	2.92	133	97.08	137	100
Completed	4	2.92	133	97.08	137	100

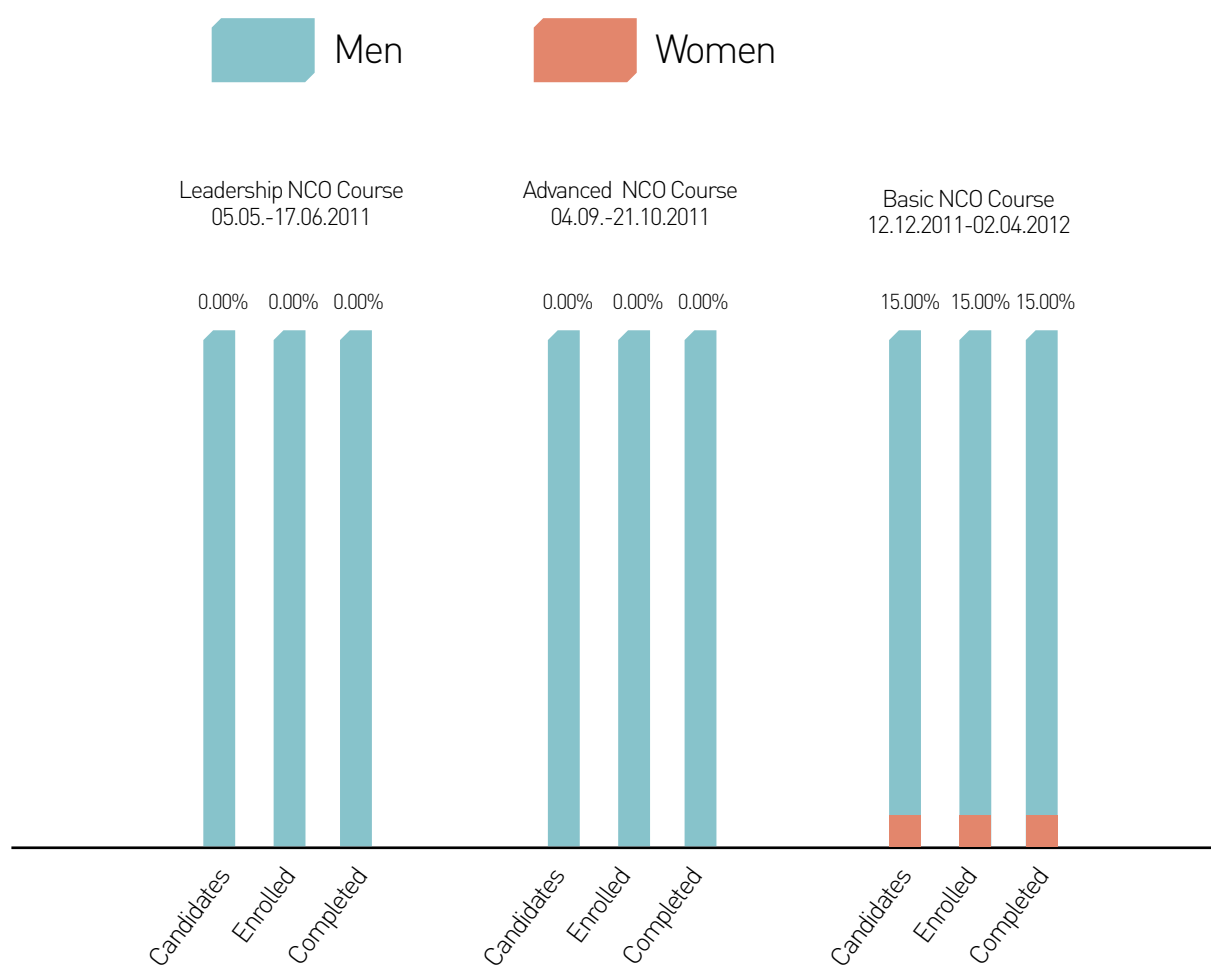


## Montenegro

Women represented 15% of total enrolment in one of the three non-commissioned officer courses held during 2011/2012.

/ Graph 24

### Proportion of Women in Non-Commissioned Officer Training, Montenegro



## Proportion of Women in Non-Commissioned Officer Training, Montenegro

Basic Non-Commissioned Officer Training 12 Dec. 2011 to 2 April 2012	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	3	15.00	17	85.00	20	100
Enrolled	3	15.00	17	85.00	20	100
Completed	3	15.00	17	85.00	20	100

Non-Commissioned Officer Training (Advanced non-comm. officer course) 4 Sept. to 21 Oct. 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	0	0.00	15	100	15	100
Enrolled	0	0.00	15	100	15	100
Completed	0	0.00	15	100	15	100

Non-Commissioned Officer Training (Leadership non-comm. officer course) 5 May to 17 June 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	0	0.00	20	100	20	100
Enrolled	0	0.00	20	100	20	100
Completed	0	0.00	20	100	20	100

## Serbia

At one of the non-commissioned officer training courses women represented up to 11.11% of candidates enrolled. In 2011 there were no female candidates.

/ Graph 25

### Proportion of Women in Non-Commissioned Officer Training, Serbia



### Proportion of Women in Non-Commissioned Officer Training, Serbia

Non-Commissioned Officer Training 2013	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	-	9.70	-	90.30	-	100
Completed	Training ongoing					100

Non-Commissioned Officer Training 2012	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	-	1.58	-	98.42	-	100
Completed	-	1.58	-	98.42	-	100

Non-Commissioned Officer Training 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	-	0.00	-	100	-	100
Completed	-	0.00	-	100	-	100

Non-Commissioned Officer Training 2010	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	-	11.11	-	88.89	-	100
Completed	-	11.11	-	88.89	-	100

# OFFICER TRAINING

## Bosnia and Herzegovina

Admission to officer training was done on the basis of internal vacancy announcements. Preparations are ongoing for a public call. During the first officer training, organised in 2007, women represented 14.29% those enrolled. From 2010 to 2013, they represented between 6.50% and 7.02%. All of those enrolled (men and women) completed the training.

/ Graph 26

### Proportion of Women in Officer Training, BiH



### Proportion of Women in Officer Training, BiH

Officer Training 2013	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	2	6.67	28	93.33	30	100
Completed	2	6.67	28	93.33	30	100

Officer Training 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	269	100
Enrolled	8	6.50	115	93.50	123	100
Completed	8	6.50	115	93.50	123	100

Officer Training 2010	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	4	7.02	53	92.98	57	100
Completed	4	7.02	53	92.98	57	100

Officer Training 2007 (first recruitment)	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	2	14.29	12	85.71	14	100
Completed	2	14.29	12	85.71	14	100



## The former Yugoslav Republic of Macedonia

Women represented up to 6.67% of those enrolled for officer training.

/ Graph 27

### Proportion of Women in Officer Training, the former Yugoslav Republic of Macedonia



### Proportion of Women in Officer Training, the former Yugoslav Republic of Macedonia

Officer Training 2013	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	2	6.67	28	93.33	30	100
Completed	2	6.67	28	93.33	30	100

Officer Training 2012	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	0	0.00	15	100	15	100
Completed	0	0.00	15	100	15	100

Officer Training 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	1	3.85	25	96.15	26	100
Completed	1	3.85	25	96.15	26	100

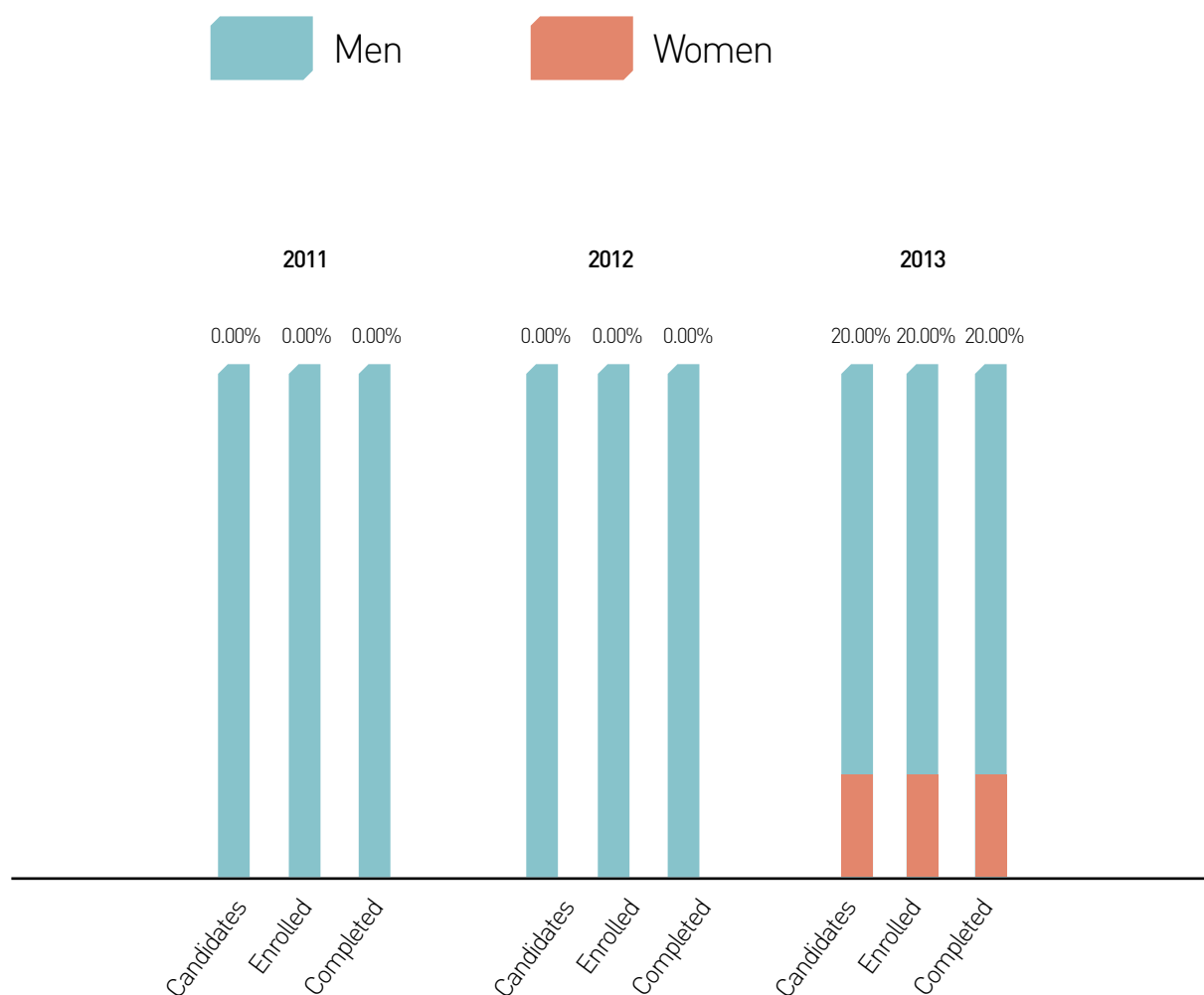
Officer Training 2010	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	-	-	-	-	100
Enrolled	0	0.00	40	100	40	100
Completed	0	0.00	40	100	40	100

## Montenegro

Women have been included in the officer training in 2013, where out of five students, one was a woman.

/ Graph 28

### Proportion of Women in Officer Training, Montenegro



## Proportion of Women in Officer Training, Montenegro

Officer Training 2013	Women		Men		Total	
	Number	%%	Number	%%	Number	%
Candidates	1	20.00	4	80.00	5	100
Enrolled	1	20.00	4	80.00	5	100
Completed	1	20.00	4	80.00	5	100

Officer Training 2012	Women		Men		Total	
	Number	%%	Number	%%	Number	%
Candidates	0	0.00	8	100	8	100
Enrolled	0	0.00	8	100	8	100
Completed	0	0.00	8	100	8	100

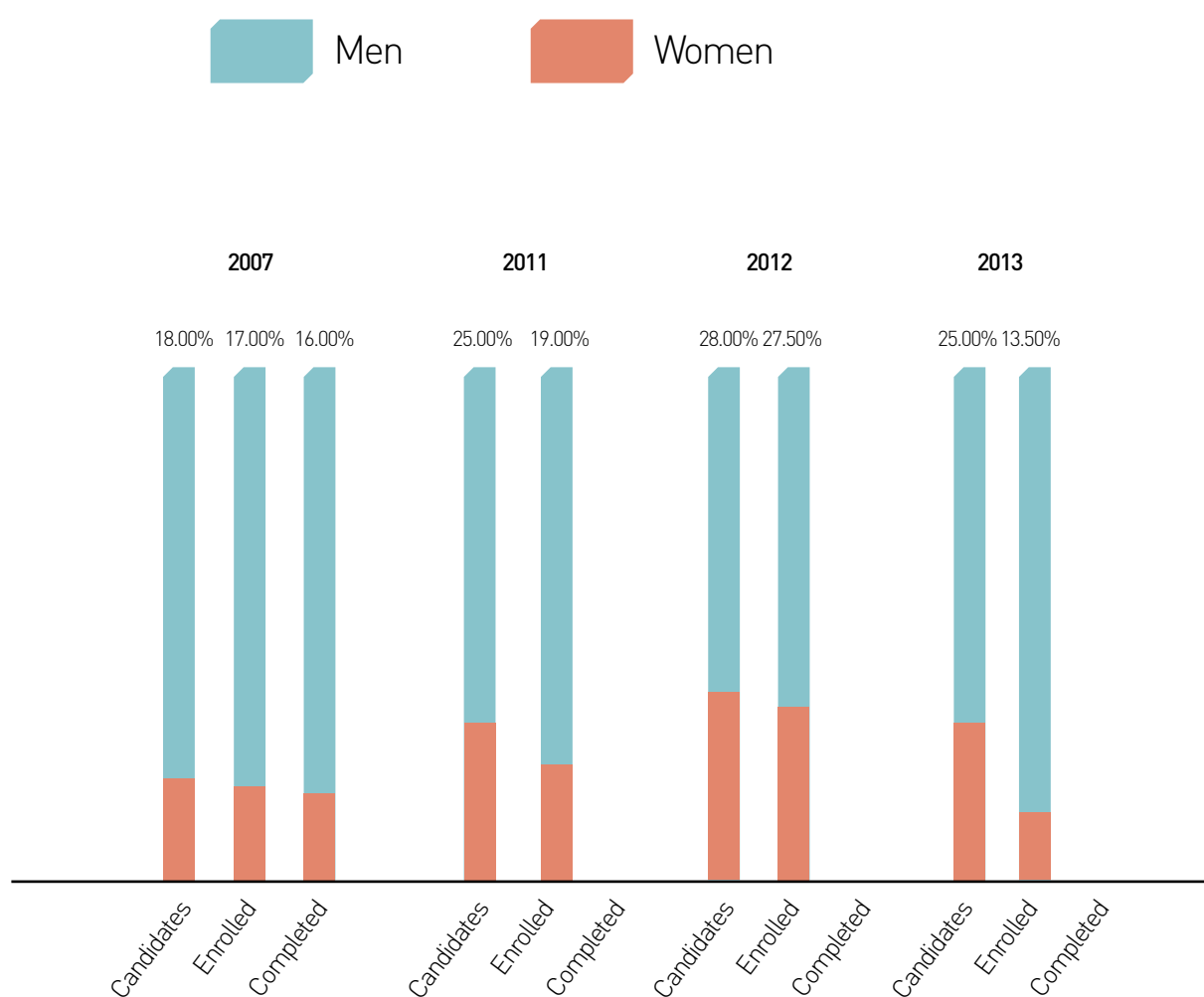
Officer Training 2011 (first enrolment)	Women		Men		Total	
	Number	%%	Number	%%	Number	%
Candidates	0	0.00	2	100	2	100
Enrolled	0	0.00	2	100	2	100
Completed	0	0.00	2	100	2	100

## Serbia

In the 2010-2013 period, 18% to 28% of officer training candidates were female. Among those enrolled, women represented between 13.50% and 27.50%. At the first officer training (2007), 17% of women were admitted, while 16% of all candidates who completed the training were women. The trainings that initiated in 2011, 2012 and 2013 have not been completed yet.

/ Graph 29

### Proportion of Women in Officer Training, Serbia



### Proportion of Women in Officer Training, Serbia

Officer Training 2013	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	25.00	-	75.00	-	100
Enrolled	-	13.50	-	86.50	-	100
Completed	Training ongoing					100

Officer Training 2012	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	28.00	-	72.00	-	100
Enrolled	-	27.50	-	72.50	-	100
Completed	Training ongoing					100

Officer Training 2011	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	25.00	-	75.00	-	100
Enrolled	-	19.00	-	81.00	-	100
Completed	Training ongoing					100

Officer Training 2007 (first enrolment)	Women		Men		Total	
	Number	%	Number	%	Number	%
Candidates	-	18.00	-	82.00	-	100
Enrolled	-	17.00	-	83.00	-	100
Completed	-	16.00	-	84.00	-	100



## / 2.3. STATISTICS ON MILITARY ACADEMY CADETS

In **the former Yugoslav Republic of Macedonia** and in **Serbia** military education is provided at military academies in Skopje and Belgrade. The Ministry of Defence of **BiH** and **Montenegro** have no military oriented schools or academies. After completing secondary school, candidates are sent to military academies in partner countries through bilateral cooperation.

### Bosnia and Herzegovina

In 2005 the first woman was sent to study at a military academy. She successfully completed her studies in 2010. In 2007 and 2008 the **BiH** MoD did not send candidates to military academies. Seven male candidates graduated in 2007, six male candidates graduated in 2008, four male candidates completed studies in 2009, one male candidate graduated in 2011, and in 2012, four men graduated from military academies. One man was enrolled in the class of 2011, and four men enrolled in the class of 2012. In the class of 2013, one woman and one man were enrolled.



## Proportion of Women in Military Academies, BiH



## Proportion of Women in Military Academies, BiH

Military Academy	Women		Men		Total	
	Number	%	Number	%	Number	%
<b>Year of Enrolment 2013</b>						
Candidates	1	16.67	5	83.33	6	100
Enrolled	1	50.00	1	50.00	2	100
<b>Year of Enrolment 2012</b>						
Candidates	0	0.00	31	100	31	100
Enrolled	0	0.00	4	100	4	100
<b>Year of Enrolment 2011</b>						
Candidates	0	0.00	2	100	2	100
Enrolled	0	0.00	1	100	1	100

## The former Yugoslav Republic of Macedonia

Women have enrolled in the Military Academy without a quota. There was a general ban on admission to the Military Academy from 2005 and 2009. In 2009/2010 women represented 20.51% of candidates for admission, while they represented 20% of those actually admitted. All have successfully completed their studies, representing 20.59% among those who graduated. From 2010 to 2013, women represented between 20.74% and 25.58% of the candidates for admission, and between 20.00% and 26.67% of those who enrolled without a quota. In 2013/2014 women represented 25.58% of candidates for admission and 23.08% of those who enrolled.

/ Graph 31

### Proportion of Women in the Military Academy, the former Yugoslav Republic of Macedonia



### Proportion of Women in the Military Academy, the former Yugoslav Republic of Macedonia

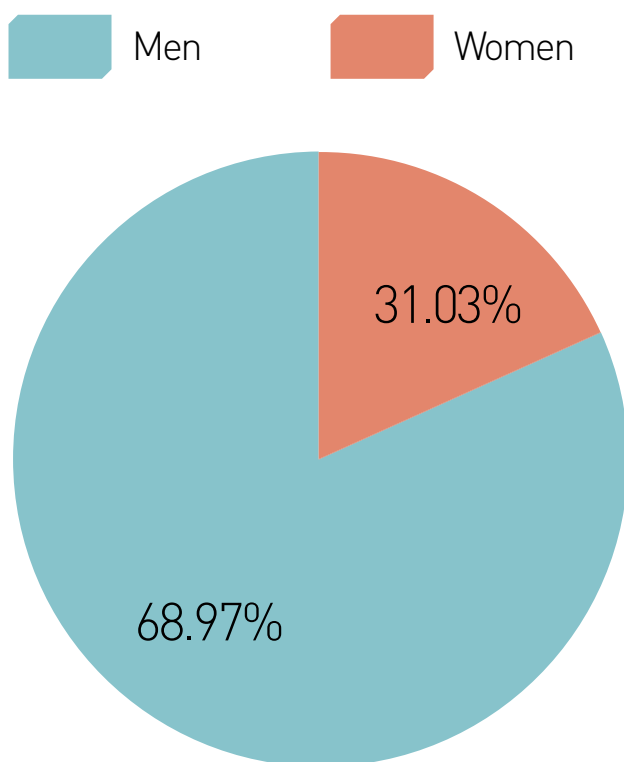
Military Academy	Women		Men		Total	
		%		%		%
<b>Year of enrolment 2013</b>						
Candidates	33	25.58	96	74.42	129	100
Enrolled	6	23.08	20	76.92	26	100
Graduated	-	-	-	-	-	-
<b>Year of enrolment 2012</b>						
Candidates	41	24.55	126	75.45	167	100
Enrolled	5	20.00	20	80.00	25	100
Graduated	Education ongoing	-	-	-	-	-
<b>Year of enrolment 2011</b>						
Candidates	28	20.74	107	79.26	135	100
Enrolled	8	26.67	22	73.33	30	100
Graduated	Education ongoing	-	-	-	-	-
<b>Year of enrolment 2010</b>						
Candidates	14	23.73	45	76.27	59	100
Enrolled	8	26.67	22	73.33	30	100
Graduated	Education ongoing	-	-	-	-	-
<b>Year of enrolment 2009</b>						
Candidates	16	20.51	62	79.49	78	100
Enrolled	7	20.00	28	80.00	35	100
Graduated	7	20.59	27	79.41	34	100

## Montenegro

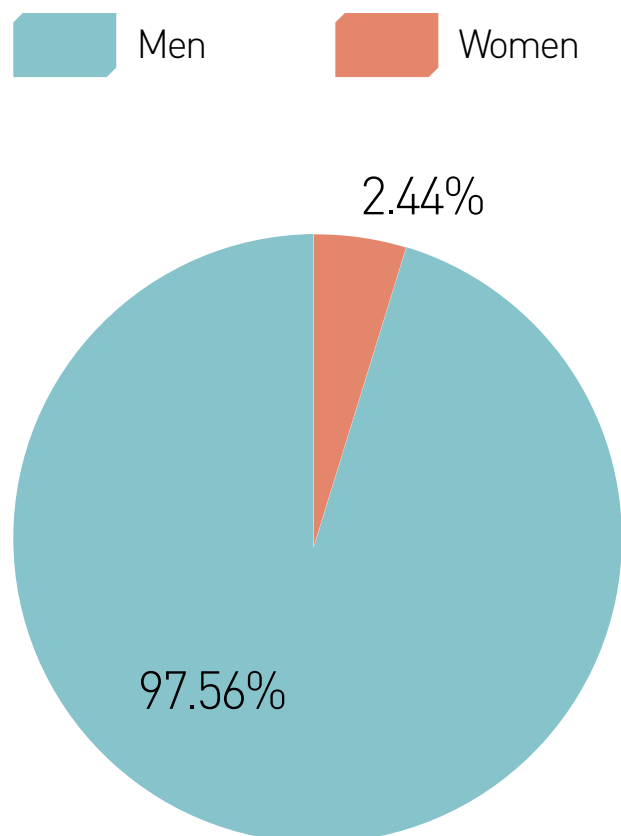
There are currently a total of twenty-nine cadets being educated in foreign military academies, nine of whom are women (31.03%). From 2007 to mid-September 2013, a total of forty-one students have graduated from military academies abroad, including one woman (2.44%).

/ Graph 32

### Cadets currently in Military Academies abroad



### Graduates from Military Academies abroad, 2007- 2013



## Serbia

In **Serbia**, there is an increase in interest for Military Academy enrolment since 2007, when women were first admitted. Women represented between 21% and 22.73% of all candidates for admission in the period from 2007 to 2009. Women represent between 17.34% and 20.42% of cadets and between 15.32% and 19.87% of graduates.

/ Graph 34

### Proportion of Women in the Military Academy, Serbia



### Proportion of Women in the Military Academy, Serbia

Military Academy	Women		Men		Total	
	Number	%	Number	%	Number	%
<b>Year of enrolment 2009 (the 134th Class)</b>						
Candidates	240	22.73	816	72.27	1056	100
Enrolled	49	20.42	191	79.58	240	100
Graduated	30	17.54	141	82.46	171	100
<b>Year of enrolment 2008 (the 133rd Class)</b>						
Candidates	105	21.00	395	79.00	500	100
Enrolled	32	18.50	141	81.50	173	100
Graduated	31	19.87	125	80.13	156	100
<b>Year of enrolment 2007 (the 132nd Class)</b>						
Candidates	56	22.05	198	77.95	254	100
Enrolled	30	17.34	143	82.66	173	100
Graduated	19	15.32	105	84.68	124	100



## / 2.4. STATISTICS ON THE MOST SUCCESSFUL BASIC MILITARY TRAINING TRAINEES AND MILITARY ACADEMY CADETS

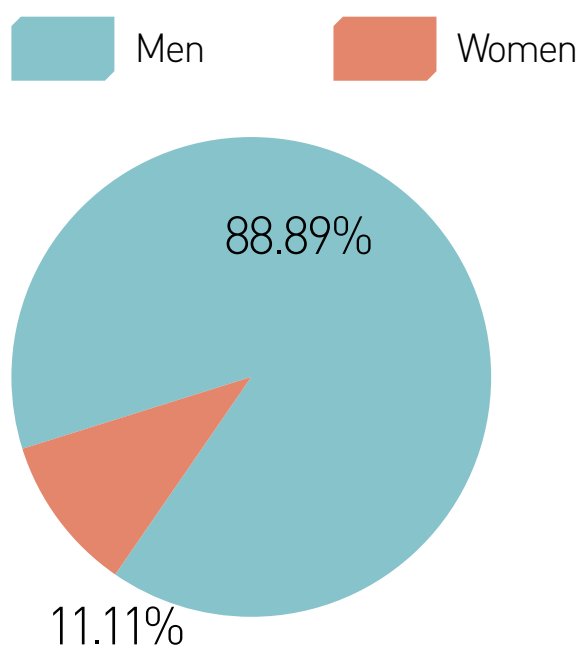
The statistics on basic military training trainees and military academy cadets in the former Yugoslav Republic of Macedonia and in Serbia show that women are equally represented among the top 10%.

### **The former Yugoslav Republic of Macedonia**

In 2012, 5.13% of those accepted in basic military training were women, yet they represented 11.11% of the top 10%, or more than double their share of the cohort. While 20.5% of the cadets who graduated from the Military Academy in 2013 were women, they represented 25% of the top 10% of the class. For the class that graduated in 2013, women ranked overall first and third.

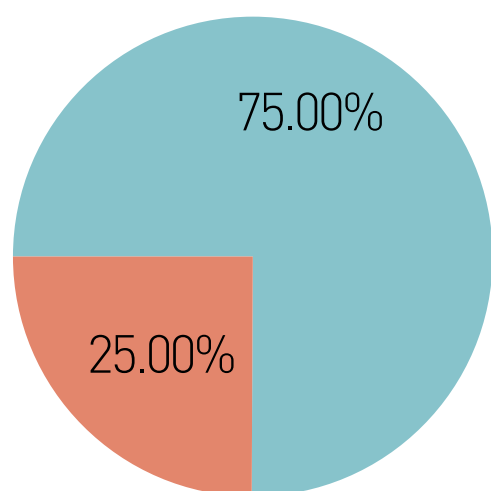
#### / Graph 35

### **10% Most Successful Basic Military Training Trainees, the former Yugoslav Republic of Macedonia, 2012**



# 10% Most Successful Military Academy Graduates, the former Yugoslav Republic of Macedonia, 2013

Men Women



# 10% Most Successful Basic Military Training Trainees and Military Academy Graduates, the former Yugoslav Republic of Macedonia

The former Yugoslav Republic of Macedonia	Women		Men		Total	
	No.	%	No.	%	No.	%
10% most successful in training	3	11.11	24	88.89	27	100
10% most successful at the Military Academy	1	25.00	3	75.00	4	100

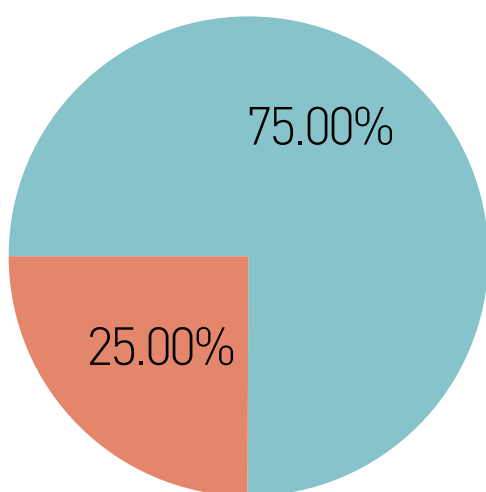
## Serbia

Among the 2013 Military Academy graduates, 17.54% were women with 25% of the top 10% of the class being female.

/ Graph 37

### 10% Most Successful Military Academy Graduates, Serbia, 2013

Men Women



/ Table 17

### 10% Most Successful Military Academy Graduates, Serbia, 2013

Serbia 2013	Women		Men		Total	
	No.	%	No.	%	No.	%
10% most successful at the Military Academy	4	25.00	12	75.00	16	100

## / 3. HUMAN RESOURCES POLICY

### / 3.1. STRATEGIC APPROACH TO RECRUITMENT OF WOMEN IN THE ARMED FORCES

#### **Bosnia and Herzegovina**

Recruitment activities targeting women began in 2008, when representatives of the Ministry of Defence were involved in the multisectoral working group for development of the Action Plan for the Implementation of UNSCR 1325. The adoption of the Action Plan meant that the MoD took on the obligation of carrying out the activities in the implementation of the UN SC Resolution.

BiH has adopted a five-year plan for the development of the armed forces which foresees the proportion of women in the armed forces to increase to 10% by 2015. While the MoD recommends that women should constitute 10% of admitted candidates, priority is nevertheless given to the best qualified candidates.

#### **The former Yugoslav Republic of Macedonia**

The first courses for officers and NCOs for women were organised in 1997. Since 2009, there has been a programme of equal opportunities for women and men in the MoD and the Army. The admission of women as cadets at the Military Academy was never limited, as there are no quotas.

#### **Montenegro**

Recruitment of female personnel began in 2006, at the same time when recruitment of personnel for Armed Forces of Montenegro was first initiated through public advertisements and the promotion of the military profession in secondary schools to attract potential candidates for military academies abroad. In 2008, after the establishment of cooperation with the academies of partner countries, the practice of selecting female candidates for referral to military academies was initiated.

#### **Serbia**

Ministerial instruction in 2006 specified that appropriate conditions should be created for the admission of women to military schools for certain specialties. Accordingly, in 2007/2008 the first cohort of women was admitted to the Military Academy. Quotas, up to 20%, exist only when entering the Military Academy, which is in line with the needs of the Serbian Armed Forces. In 2010 the National Action Plan for the Implementation of UNSCR 1325 was adopted; it defines the activities for the advancement of the position of women in the security sector.

There is a general determination to gradually increase the representation of women in the MoD and SAF, especially in operational units in the categories of officers, NCOs and professional soldiers, without allocating specific annual quotas. The NAP for the Implementation of UNSCR 1325 stipulates that, by 2015, a minimum 30 percent representation of women in the security sector should be achieved.

## / 3.2. SPECIFIC MEASURES AIMED AT INCREASING THE NUMBER OF WOMEN IN THE ARMED FORCES

### **Bosnia and Herzegovina**

**BiH** implements concrete measures aimed at increasing the number of women in the armed forces. BiH is the first country in the region to have adopted the Action Plan for the Implementation of UNSC Resolution 1325. The military profession is being promoted and measures taken to eliminate gender prejudices based on ideas of inferiority or superiority. The Ministry of Defence and the Armed Forces issue bulletins, brochures, posters and press releases that promote the military profession. Furthermore, *Naša snaga (Our Force)* a thematic program promoting the military profession is broadcast in cooperation with TV BiH.

### **The former Yugoslav Republic of Macedonia**

The Ministry of Defence adopted the *Strategy to Attract Qualified Personnel* which foresees specific actions to increase interest in the armed forces, with a special focus on women. As a result of the Implementation of the Strategy, more women have responded to advertisements published by the Ministry of Defence. During the implementation of the National Action Plan for the Implementation of UNSC Resolution 1325, the Ministry of Defence has an obligation to achieve the strategic goal to increase the number of women in the security sector and defence. The National Action Plan did not define the quota or a deadline for achieving the goal.

### **Serbia**

Women can enrol at the Military Academy and are recruited into the Serbian Armed Forces as professional soldiers. Thus, the number of women in uniform has increased. Specific measures to increase the number of women in the Serbian Armed Forces are contained in the NAP for the implementation of UNSCR 1325: continue to promote the campaign for recruitment and promotion of women in the security sector; examine whether there are gaps in the job classification of the security sector that favour deployment of men on tasks in the operational units, which according to their abilities can also be performed by women.

## PROMOTION OF THE PROFESSION

### **Bosnia and Herzegovina**

In order to increase the interest of qualified male and female candidates the military profession is being actively promoted to the general public through the media, through the MoD Bulletin, and MoD Brochure ([www.mod.gov.ba](http://www.mod.gov.ba)). The admission and selection process of candidates includes testing, the results of which are used for the recruitment of the most qualified candidate.

### **The former Yugoslav Republic of Macedonia**

Public forums are organised, shows are broadcast in the media, and the profession is promoted through publications *Štit (Shield)*<sup>6</sup> and *Sovremena makedonska odbrana (Contemporary Macedonian Defence)*<sup>7</sup>, and through the MoD website ([www.morm.gov.mk](http://www.morm.gov.mk)).

### **Montenegro**

Campaigns are ongoing in high schools targeting fourth year students in order to motivate them to apply to advertisements for training in military academies abroad for the purpose of joining the

<sup>6</sup> Štit, <http://www.morm.gov.mk/channelr/?m=F6B1FD1DACE0760229392B84C8E4ECE87271A603>

<sup>7</sup> Sovremena makedonska odbrana, <http://www.morm.gov.mk/channelc/?m=AED451E170B34E187CCA917AB7A1E83F30ADE100>

Armed Forces of Montenegro. The Ministry of Defence of Montenegro organises visits of its representatives, among whom are graduates and cadets, to all secondary education centres in the country, where through video presentations and through personal contact, secondary school students learn about the military profession, the conditions of education in military academies, employment opportunities after graduation and the conditions and life and work style in the Armed Forces. It also organises TV campaigns - broadcasting videos, creating flyers, publishing advertisements in the print media and organising guest appearances of representatives of the Ministry of Defence and the Armed Forces in shows on television programs to promote the military profession as an attractive profession and as a profession that provides quality education, professional development, and safe employment.

## Serbia

Round tables are organised, programs are broadcast in the media, the profession is promoted through the magazine *Odbrana (Defence)*, promotional videos are made regarding openings for military schools and graduation of the youngest officers of Serbian Armed Forces. Women have access to all levels of military education, except in the Military High School, and they are admitted to the training for professional soldiers, through positive selection. Information and promotion campaigns are organised for the recruitment of civilian women into the military, and for admission to the Military Academy. Popularization of the profession and gender equality is being also sought through broadcasting the TV drama series *The Military Academy*.

## INFORMATION ABOUT RECRUITMENT DRIVES AND INFORMATIONAL MATERIAL

In materials used for informing candidates on the calls for recruitment and opportunities for joining the military **all four Ministries of Defence** ensure that the material addresses both women and men. Gender sensitive language is used as well as photographs that depict both women and men in uniforms. Materials contain a telephone number where the candidates can receive detailed information about work in the armed forces.

## Bosnia and Herzegovina

Information on calls for recruitment is published mainly on the Ministry of Defence web page and in the daily newspapers. To ensure information on the armed forces reaches women, the military profession is also promoted in media targeting a female audience.

## The former Yugoslav Republic of Macedonia

Information on calls for recruitment is posted on the ministry's website, on posters placed in institutions and other public places, and in media promotions by the Ministry and Army. In 2013, for the first time, language was included in a call for recruitment which specifically encourages women to apply.<sup>8</sup>

## Montenegro

Representatives of the Ministry of Defence and the Armed Forces visit secondary schools to present the call to students. The MoD organises campaigns to promote the military profession through broadcasting television videos about the military profession, the life and work of cadets at the military academies and guest appearances of representatives of the Ministry of Defence and the Armed Forces of Montenegro in morning television programs. In these programs, professional military personnel and cadets discuss requirements for attending military academies, the life and work in these prestigious educational institutions, as well as what to expect after graduating. These campaigns are equally directed towards men and women.

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<sup>8</sup> In accordance with the National Action Plan for the implementation of UNSC Resolution 1325, which aims to increase the role and active participation of women in peace, security and defence, the Ministry of Defence invites and encourages girls and women who are eligible to apply.

## Serbia

The information on calls for recruitment is published on the websites of the Ministry of Defence and the Serbian Armed Forces, through social media outlets, in the MoD magazine *Odbrana*, as well as through print and electronic media throughout the country.

## INFORMATION ABOUT THE PROFESSION: REQUIREMENTS, CHARACTERISTICS, HAZARDS

### Bosnia and Herzegovina

Candidates can find information about the requirements, characteristics and hazards of the profession on the MoD website, through the media, MoD newsletters and brochures, through Regional Recruitment and Transition Centres, and through the thematic television show *Naša snaga* (*Our Force*), which is broadcast in cooperation with the BiH public TV service.

### The former Yugoslav Republic of Macedonia

Information is provided through the MoD website, through military media and the military shows / programs on the Army.

### Montenegro

Candidates are informed about the profession on the websites of the Ministry of Defence and the Armed Forces, through organised visits to military units, and through the free monthly magazine *Partner*, published by the Ministry of Defence and available wherever newspapers are sold. Also, information about the military profession is provided through media campaigns and visits of representatives of the Ministry of Defence to secondary schools to promote the military profession.

## Serbia

Candidates can find information about the requirements, characteristics and hazards of the profession through the MoD website, through articles published in the magazine *Odbrana*, and by contacting the number provided on job advertisements. General information about the profession is provided through the television show *Dozvolite* (*Allow us*), which is broadcast on weekends as part of Radio Television of Serbia programme.

## OPEN DOOR DAYS

**All four ministries** organise Open Door days for potential candidates to gain an insight into the military profession. Female soldiers often participate in such Open Door days. However their participation is not a requirement but rather depends on whether they work in the area where Open Door days are held.

### Bosnia and Herzegovina

Open Door Days are held on the occasion of the BiH Armed Forces Day, the Day of the Regiments, when student visits to military facilities are organised with the local community through programmes of civil-military cooperation. Women from the armed forces are involved in the planning and presentation of specific tasks during these visits.

### The former Yugoslav Republic of Macedonia

Unit Days, referred to as Tactical-Technical Assemblies, include women from the Army. These days are an opportunity to present weapons, technical equipment, and vehicles and they have strong media coverage. Admission is unrestricted and citizens have an opportunity to get answers to questions related to the living and working conditions of the members of the armed forces.



## Montenegro

Open Door Days for the Armed Forces of Montenegro are organised two or three times a year in cooperation with elementary and secondary schools. Within the scope of these activities, military personnel present the AFs, demonstrate tactical-technical assembly and provide information on the opportunities for education, employment, specialised training, and living and working conditions in the armed forces. Women are always present for Open Door Days although not in large numbers but rather in line with their representation in the AFs. Servicewomen jointly present their work with their male colleagues. For example, in 2012, female air defence radar operators from the air force took part in the activities.

## Serbia

Open door days are held in army barracks. Traditionally, an event called *Open Door Day* is held in all garrisons and units of the Serbian Armed Forces, with the aim of familiarising citizens with the lives and work of service personnel. During the event, free admission into barracks provides the opportunity to view a unit's technical equipment and observe on-site training, as well as to meet with members of the Serbian Armed Forces and inquire about the organization and operation of the units. Strong interest among the civilian population and especially among primary and secondary school pupils routinely results in attendance of several hundred and in some garrisons even several thousand visitors. The women of the armed forces actively participate in the open door days.





## / 3.3. SELECTION CRITERIA

Selection criteria for candidates are publicly available and can be found on the official websites of the ministries of defence in all four countries. Different physical fitness criteria for women and men are in place in all four states.

### **Bosnia and Herzegovina**

The selection of candidates for training in BiH, in accordance with the established legal framework, is based on ranking. Ranking is determined on the basis of test results determining general knowledge and mental and physical abilities. In BiH, the criteria for men and women are the same, except for the physical fitness test, where the standards for men and women differ. For the same number of points, women need to perform fewer physical tasks. Education in military academies is offered abroad through bilateral cooperation plans.

### **The former Yugoslav Republic of Macedonia**

Criteria detailed in the vacancy announcement are the same for men and women, except for the physical fitness criteria, which differ by gender and age. For admission to the Military Academy the criteria differ only with regards to the standards for physical aptitude - the standards are lower for female cadets. Internal selection of candidates is carried out in accordance with the 2010 Army Service Regulation Law, which states that all candidates should meet general requirements. Special conditions are dealt with separately in the Rules for the Admission of Persons into the Armed Forces.

### **Montenegro**

Criteria for admission to training in the armed forces for men and women are defined by the Law on the Armed Forces of Montenegro, and relate to compliance with the established general requirements and the special conditions defined for the particular position. A selection system is then applied which includes psychological testing, physical aptitude tests, English language testing, and background security checks. Training for the needs of the Armed Forces of Montenegro is also performed at military academies abroad. Candidates must meet the general requirements in accordance with the Law on the Armed Forces, as well as the regulations of the academy where the cadet is applying.

### **Serbia**

Criteria for admission to training are identical for men and women, except for different standards for physical fitness. The selection criteria are published in the vacancy announcement. The only difference is that the professional military service accepts female candidates as professional soldiers even if they have no military training, provided that prior to their recruitment they are sent for basic and specialised training and/or specially designated units.

The selection criteria for admission to the Military Academy differ only in terms of physical standards. Criteria for physical exams for women are lower than the criteria for men. For all Military Academy candidates, the physical fitness tests-including detailed instructions on the methodology of testing as well as photographs presenting how to perform the tests, and tables for scoring and evaluation are available online at the Ministry of Defence webpage<sup>9</sup>.

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<sup>9</sup> [www.va.mod.gov.rs/gallery/konkurs\\_2012/test\\_fizicko.pdf](http://www.va.mod.gov.rs/gallery/konkurs_2012/test_fizicko.pdf)

## EVALUATION OF SELECTION MEASURES

In **BiH** there is an internal evaluation of selection measures carried out by the Office of Inspector General while the Office of Parliamentary Military Commissioner carries out the external evaluation.

In **the former Yugoslav Republic of Macedonia** there are internal evaluations of selection measures. Evaluations of selection measures for cadets are conducted at the Military Academy.

In **Serbia** the Military Academy carries out an internal evaluation of candidates for admission. As a result of this evaluation, during the last six years, on several occasions, the physical fitness standards for women have been modified to enable more women to meet the criteria.

## SELECTION COMMITTEE

Although this is not mandatory, it is common practice in **BiH** for members of the Selection Board or Committee to have attended courses on gender equality. The Regulation on Admission to Military Service requires that the Selection Board / Committee is composed of both men and women.

In **the former Yugoslav Republic of Macedonia** it is not mandatory that the commission includes both men and women; the committee is formed of representatives of relevant departments. According to the Regulations for Admission of Candidates for Officers and Non-commissioned Officers Serving in the Army, the Committee consists of three members and their deputies.

In **Montenegro** and **Serbia**, it is not mandatory to include both men and women on the Selection Committee. In Serbia, personnel from the MoD Sector for Human Resources Personnel Directorate attended courses on gender.

## VETTING CANDIDATES

**All four ministries** perform security checks and psychological testing and evaluation of candidates for admission to education and service. Procedures for vetting of candidates also include checking for a history of domestic violence or sexual assault. If it is determined that the candidate has committed an act of domestic violence or sexual assault, he or she cannot be engaged in the armed forces.

## / 3.4. SYSTEM OF MONITORING, PROFESSIONAL DEVELOPMENT AND CAREER ADVANCEMENT OF PERSONNEL

In **BiH** a system of monitoring, staff training and development is regulated by existing laws and regulations. This allows for individualized career tracking.

In **the former Yugoslav Republic of Macedonia**, the procedures for career advancement and the conditions that must be met are regulated by the Army Service Regulation Law and by the concepts for development of the officers and NCO corps.

The Armed Forces of **Montenegro** has a system of career guidance, or gradual advancement in the performance of formation duties. Continuous capacity building, monitoring and performance assessment by superiors adequately evaluates the results of work, primarily through promotion to higher rank and appointment to a higher position.

In **Serbia** too, the system of monitoring, professional training and promotion is explained in the Regulation of Conditions of Service and Promotion for Officers and Non-commissioned Officers. It is unique for all the officers and non-commissioned officers, in accordance with the formation location.

The ministries state that women and men are treated the same when it comes to career development and advancement and there are no formal legal differences in the treatment of employees by gender. The Ministry of Defence of **Montenegro** states that although the normative framework treats women and men equally in terms of professional development and advancement, it does not happen in practice.

In **the former Yugoslav Republic of Macedonia**, women and men have equal access to training. Access to training does not depend on gender, but on the scope of tasks, i.e. the need for appropriate training for a specific job and a vision of the way forward in the career.

The MoD of **Montenegro** stated that given the relatively small number of women in the Armed Forces of Montenegro (only three women officers), their line of advancement will be clear only after two or three years and with further new arrival of cadets. In the category of contract soldiers and non-commissioned officers, there are women in all positions in units starting from shooters to decontaminators.

In none of the **four countries** are there formal legal barriers and differences by gender to participate in training and professional development.

In **BiH**, **Montenegro** and **Serbia** statistical data are collected on the participation of women and men in training and professional development. In **Serbia**, gender disaggregated statistics are monitored at the level of MoD and SAF in the Personnel Directorate in the MoD Sector for Human Resources. MoD and SAF members (officers and civilians), for example, are directed towards studies of II and III degree in educational institutions in the civilian sector. In 2012, due to lack of funds, no personnel were sent to professional development.

### Studying at civilian universities, Serbia

	2008	2009	2010	2011	2012
Studying at civilian universities (2nd and 3rd degree studies)	No.	No.	No.	No.	No.
Women	1	3	15	7	0
Men	10	13	22	9	0
Total	11	16	37	16	0

In **Serbia**, from 2008 to 2012, not one woman in uniform attended Career Development Courses (Command and Staff training - CST, General Staff Training - GST and Advanced Security and Defence Studies - ASDS). During the 2013/2014 academic year one woman officer will be sent to CST.

In **Montenegro** statistics are collected through an established database. Although it is constantly updated, the database should be modified and adapted to new needs and requirements. Education and training of staff is implemented under the framework of bilateral defence cooperation. According to the report of the Ministry of Defence in 2012, during that year 17 professional military personnel (all men) have been educated abroad (in Command College and General Staff College and specializing in the medical field), of which nine military personnel completed and eight are continuing education in 2013. According to the same report, 540 professional military personnel attended various types of training abroad in 2012 (courses, classes, seminars, workshops and other activities), 13 of which were women. On the same grounds 1402 professional military personnel attended in-country training, including 22 women. Foreign language courses, mainly English, but also German, French and Greek, were attended by 116 persons, of which 30 persons abroad, including four women, while 86 persons attended language courses in country, including two women.

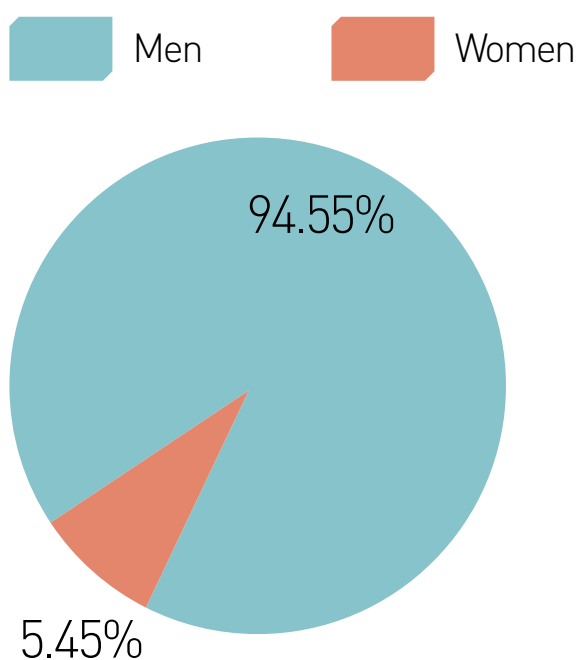
In **BiH** and **the former Yugoslav Republic of Macedonia** data on the participation of employees in professional training and education of employees in the system are collected and disaggregated by gender.

## Bosnia and Herzegovina

Women constitute approximately 5% of participants in professional development courses.

/ Graph 38

### Participation in Additional Training and Professional Development Courses in 2012, BiH



/ Table19

### Participation in additional training and professional development courses, BiH

Participation in additional training and professional development courses	Women	Men	Total
	%	%	%
2012	5.45	94.55	100

## The former Yugoslav Republic of Macedonia

In 2012 women constituted about 13.43% of the participants in career development programmes. Women represent 30.66% among those who were awarded scholarships for specialisation, studies at the undergraduate, master's and doctoral programs. Among the trainees in professional specialist training, 15.56% were women in uniform. 12.37% of women participated in additional training and professional development abroad for the MoD and Army. At foreign language courses organised at the Centre for Foreign Languages of Army Training and Doctrine Command, 10.37% of participants were women in uniform.

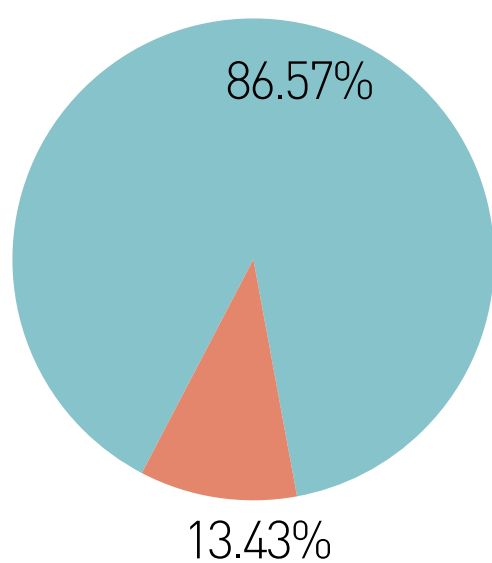
/ Table 20

### Participation in additional training and professional development courses, the former Yugoslav Republic of Macedonia

Participation in additional training and professional development courses 2012	Women		Men		Total	
	No.	%	No.	%	No.	%
Specialisation, master's and doctoral programs	42	30.66	95	69.34	137	100
Professional and specialised training for military personnel	14	15.56	76	84.44	90	100
Professional and specialised training abroad	47	12.37	333	87.63	380	100
Additional training for military personnel	13	5.06	244	94.94	257	100
<b>Total</b>	<b>116</b>	<b>13.43</b>	<b>748</b>	<b>86.57</b>	<b>864</b>	<b>100</b>

### Participation in Additional Training and Professional Development Courses in 2012, the former Yugoslav Republic of Macedonia

Men Women



## / 3.5. IN-SERVICE FLUCTUATION

In most ministries there is no specific procedure to monitor fluctuation and retention in service with respect to gender. In **the former Yugoslav Republic of Macedonia**, there are internal procedures for monitoring fluctuation, but in practice such a system has not yet been created. In **Serbia**, there is no specific mechanism, but regular monitoring of personnel provides a gender-focused insight into fluctuation. In **BiH** monitoring is the responsibility of Gender Focal Points in the units and commands of the BiH AFs.

### STATISTICS ON SEPARATION RATES

Regarding gender differences in service fluctuation or retention, in **the former Yugoslav Republic of Macedonia**, in principle, there are no gender differences. In **Serbia** a positive trend showing a gradual increase of women's representation was recorded in the **Serbian Armed Forces**, from 8.10% in 2010 to 8.70% in 2012.

Data about voluntary separation from the armed forces for the last five years (2008-2012) is as follows:

In **BiH** in the last five years 5% of women left the armed forces in the first year of service. In the same category, 2.6% of men left the armed forces. In the **Serbian Armed Forces** separation rates for men and women are very similar and both are below 1%.

#### / Table 21

### Separation rates, BiH

Separation rates	Women		Men	
	% Who dropped out	All women in that category %	% Who dropped out	All men in that category %
First year of service	5.00	100	2.60	100
2nd – 5th year of service	-	100	0.60	100
5th – 10th year of service	-	100	-	100
Over ten years of service	-	100	-	100



## Separation rates, Serbia

Separation rates	Women		Men	
	% Who dropped out	All women in that category %	% Who dropped out	All men in that category %
First year of service	0.23	100	0.17	100
2nd – 5th year of service	0.69	100	0.77	100
5th – 10th year of service	0.05	100	0.08	100
Over ten years of service	0.28	100	0.17	100

## REASONS FOR LEAVING

**All four ministries** practice exit interviews with all those who drop out of training or the academy or separate from their jobs. In **BiH** the exit interview is performed by the commander and a psychologist, who then also prepare a report. In **the former Yugoslav Republic of Macedonia** a superior carries out the interview. In **Montenegro**, the official exit interview is recorded in minutes. In **Serbia** a questionnaire is used, which is adjusted depending on the position in the formation and job classification of the departing individual.

### Bosnia and Herzegovina

The most common reason for dropout from training is personal request, and is almost the same for both men and women.

### The former Yugoslav Republic of Macedonia

In most instances the reasons for leaving are the same for men and women. They often drop out of training due to lack of adaptation and upon personal request. It is the same reason for dropping out of the Military Academy.

Minor gender differences are noted among those who leave the service after 5 to 10 years of service. Women leave the service at their own request, by mutual agreement, because of transfer to another Ministry or expiration of the contract. Men leave the service at their own request or by mutual agreement, also due to disciplinary measures. Among those leaving the service after ten years, men and women leave at their own request or because of retirement.

/Table 23

### Reasons for leaving, the former Yugoslav Republic of Macedonia

Reasons for leaving	Reasons for women	Reasons for men
Training	Failure to adapt / Personal request	Failure to adapt / Personal request
Military Academy	Personal request	Personal request
First year of service	-	-
2nd – 5th year of service	Personal request	Personal request
5th – 10th year of service	Personal request, mutual agreement, transfer to the Ministry of the Interior, contract expiration	Personal request, disciplinary measures, mutual agreement
Over ten years of service	Retirement, personal request	Retirement, personal request

#### Montenegro

Men drop out of training most often due to health issues. For men leaving the service in the first year, the main reason is transfer to another job in the civilian structures. There are no women who separated in the first year of service.

Among those leaving the service in Montenegro after having been employed for two to ten years, the main reason, for both sexes, is moving to another position in the civilian structures. With women another reason appears - marriage abroad.

/Table 24

### Reasons for leaving, Montenegro

Reasons for leaving	Reasons for women	Reasons for men
Training	-	Health reasons
Military Academy	-	-
First year of service	-	Transfer to another position in the civilian structures
2nd – 5th year of service	Lack of adaptation to the life and work style at the Military Academy, Lack of motivation for the military profession and great additional obligations.	Transfer to another position in the civilian structures
5th – 10th year of service	Transfer to another position in the civilian structures	Transfer to another position in the civilian structures
Over ten years of service	-	-

#### Serbia

The main reasons women drop out of the Military Academy are failure to adapt to the work-life environment of the Academy, lack of motivation for the military profession and significant additional obligations. Insufficient adaptation to the life and work style at the Military Academy is also one of the explanations for why men drop out of the Academy. Other reasons often cited are personal and family issues, inadequate secondary school education and desire to study at a civilian university.

## Reasons for leaving the service, Serbia

Reasons for leaving	Reasons for women	Reasons for men
Training	-	-
Military Academy	Lack of adaptation to the life and work style at the Military Academy,  Lack of motivation for the military profession and great additional obligations.	Lack of adaptation to the life and work style at the Military Academy , Lack of motivation for the military profession, Poor knowledge level from secondary school, Belief they will adapt better in a civilian university, Personal and family reasons.
First year of service	-	-
2nd – 5th year of service	-	-
5th – 10th year of service	-	-
Over ten years of service	-	-

In cases where the reason for termination of employment or of military service was listed as personal responsibility, the reasons are listed below.

- **Bosnia and Herzegovina:** During 2012 there were no women who terminated their military service because of personal responsibility; 16 men terminated military service at their own request, 9 because of unjustified absences and one due to disciplinary penalty 'dismissal'.
- **The former Yugoslav Republic of Macedonia:** The most common reasons for dismissal in the last five years are: decision of the Military Disciplinary Committee; or absence from work for three consecutive days. During this period, among those who received dismissal decisions related to the first and second reasons, all are men. No women were dismissed.
- **Montenegro:** in 2012, service contracts were terminated for 20 professional military men due to separation or dismissal. One contract soldier's service was terminated upon decision of the MoD because of a failed classification test. Another soldier and a civilian's contracts' were terminated because of five consecutive days of unjustified absence, i.e. seven days of unjustified absence with interruption during a period of 12 months. All of them were male.
- **Serbia:** The reasons for dismissal are described in the Law on the Serbian Armed Forces and they are the same for women and for men. In 2012, 60 men and 18 women were dismissed because of poor results either in performing their duties or due to penalty.

In **BiH**, the former Yugoslav Republic of Macedonia and **Montenegro** there are no women who were dismissed for poor performance of their duties or due to punishments.

## / 3.6. POSTS NOT AVAILABLE TO WOMEN

In **all four ministries** and all four armed forces all services and all jobs are formally and legally open to women. Sex is not a precondition for appointment of personnel to posts. There are nevertheless certain positions that require increased physical exertion (e.g. armoured mechanized units) and women are informed about these conditions. They tend not to apply for these posts. The representation of women in any field depends entirely on their own personal preferences, and that they meet the legal requirements to perform certain tasks.

Women are part of the Special Forces in **Montenegro, the former Yugoslav Republic of Macedonia and Serbia**.

### **Bosnia and Herzegovina**

Women make up 4.07% of the Military Police Battalion.

### **The former Yugoslav Republic of Macedonia**

Women make up 2.3% of the Special Operations Regiment (SOR) with one of them serving in the combat area. Women also make up 4.3% of the Military Police Battalion.

### **Montenegro**

Three women soldiers are under contract in the Special Forces. Professional military women are employed in the Montenegro Air Force, Army Brigade, the Navy, Logistics Base, Military Police, Guard of Honour and the Training Centre.

### **Serbia**

Women serve in the special purpose Military Police Battalion, the *Cobras*. Women also serve in the Special Brigade of the Serbian Armed Forces. In principle, all positions are available for women and there is no gender discrimination. However, the competent medical authorities discourage filling certain positions with women due to the associated health risks.

## / 4. WORKING CONDITIONS

### / 4.1. WORK-LIFE BALANCE

#### RIGHT TO PREGNANCY LEAVE

In **Bosnia and Herzegovina**, the Law on Service in the Armed Forces defines the right to pregnancy leave. Professional military personnel are entitled to maternity leave in accordance with the relevant laws, including the Labour Law in BiH institutions, the Labour Law of Federation BiH, the Labour Law of the Republika Srpska and the Labour Law of the Brčko district of BiH. All of these laws include a special premise in the chapter "Protection of Employees" regulating protection of women and motherhood.

In **the former Yugoslav Republic of Macedonia**, the right to pregnancy leave is stipulated in the Labour Law Relations. An employer may not ask for any information about the pregnancy of an employee, except when she herself provides him/her with information in order to access her rights during pregnancy. In the event of a dispute between the employer and the employee, the attending physician or the medical board makes a final decision. During pregnancy, maternity leave and childcare leave, an employee is entitled to paid leave from her job for a period of nine consecutive months, and in case of multiple children (twins, triplets or more), she is entitled to one year of paid leave.

In **Montenegro**, the right to pregnancy leave is stipulated in the Labour Law and the Law on Social and Child Protection and applies to members of the MoD and the armed forces. The Labour Law prescribes that an employer may not refuse to sign a labour contract with a pregnant woman. Furthermore, a female employee's temporary contract that would normally expire during the time while she is exercising her right to maternity leave is extended for the duration of maternity leave. During pregnancy and while breast-feeding, based on recommendations of the attending physician, a woman may be temporarily transferred to another job, if it is in the best interest of her or her baby's health. In the event that the employer cannot provide this right, the employee is entitled to paid leave from work with compensation that cannot be inferior to the remuneration the employee would receive in her regular workplace. During pregnancy women cannot work overtime or night shifts. The Law on Social and Child Protection prescribes pregnant women with the right to material compensation.

**Serbia's** Labour Law prescribes that during her pregnancy an employee may not work in jobs that are, according to the opinion of the competent medical authority, harmful to her health and the health of her child, especially in jobs that require heavy lifting, or where there is harmful radiation or exposure to extreme temperatures and vibrations. Furthermore, during the first 32 weeks of pregnancy, she may not work overtime and night shifts, if a competent medical authority deems such work to be detrimental to her health and the health of the child. During the last eight weeks of pregnancy, under no condition, may woman work overtime and night shifts.

#### THE RIGHT TO MATERNITY LEAVE OR PARENTAL LEAVE

The right to maternity leave or parental leave is defined by the laws of **Bosnia and Herzegovina** regulating this area in accordance with the relevant levels of government.

In **the former Yugoslav Republic of Macedonia**, maternity leave lasts for 270 days, or longer if twins are born. There is a possibility that the parent on maternity leave can apply for an extended leave, until the child reaches the age of one. During the first year after childbirth, employees may not perform tasks that endanger her own or the child's health, and she may not work overtime or work night shifts.

**Montenegro's** Labour Law and Law on Social and Child Protection define parental rights. The Labour Law prescribes the right to parental leave for childcare for one of the parents and can be used for a period of 365 days from the date of birth of the child. Maternity leave for women may begin 45 days, and imperatively, 28 days before delivery. During maternity or parental leave the employee is entitled to compensation of salary in the same amount that he/she would receive if working, in accordance with the law and the collective agreement. If one of the parents discontinues the use of parental leave, the other parent has the right to use the unused portion of leave. The mother of the child may not interrupt the maternity leave before the expiry of 45 days from the date of birth of the child.

The employer, upon the expiry of maternity or parental leave, is bound to provide the employee with the same or equivalent position with at least the same salary. In addition, the Labour Law stipulates that if an employed woman delivers a stillborn child or if the child dies before the expiry of maternity leave, she is entitled to an extension of the maternity leave for at least 45 days, according to the findings of an authorized physician, during which she is entitled to all the rights pertaining to maternity leave. The Law on Social and Child Protection has set the right to material benefits from child welfare, including reimbursement of the salary and benefits for maternity or parental leave, benefits pertaining to the child's birth, and reimbursement of wages and benefits for part-time work.

In **Serbia**, an employed woman is entitled to absence from work due to pregnancy and childbirth or maternity leave, which she may start to use according to the opinion of the competent medical authority, at the earliest 45 days, and at the latest 28 days before the expected time of delivery. The maternity leave lasts until three months after the date of delivery. In addition, men can take parental leave to care for a child.

## ABSENCE FROM WORK DUE TO CHILDCARE

**The former Yugoslav Republic of Macedonia** Labour Relations Law stipulates that a parent of a child with special needs or special educational needs has the right to work half-time if both parents are employed or if the parent is single, and according to the findings of the competent medical authority.

In **Montenegro**, the Labour Law and the Law on Social and Child Protection define absence from work to care for a child. The Labour Law prescribes that after the expiration of maternity leave one of the working parents has the right to work half-time until the child reaches three years of age, if the child needs additional care. The employer may not terminate the employment contract of the parent who is working part time in order to take care of a child with severe disabilities, or to a single parent with a child less than seven years of age or a child with severe disabilities. These hours are considered full-time for the exercise of labour rights and seniority. The Labour Law furthermore prescribes that one of the parents has the right to be absent from work until the child turns three. During the period of absence from work, the employee is entitled to health and pension and disability insurance, while his/her other rights are suspended. The payments for health care, pension and disability insurance are made from health insurance and pension and disability insurance funds. During this absence from work, the employee is not entitled to further compensation.

In **Serbia**, both men and women have the right, under the same conditions, to use parental leave to care for a child for a period of 365 days from birth.

## SPECIFIC WORK-LIFE BALANCE MEASURES

In **Bosnia and Herzegovina**, a small number of specific measures allowing women and men to better balance professional and family life are in place. For instance, pregnant women, mothers of children up to three years of age, and single parents with children up to six years of age may not work overtime, unless they provide a written statement of voluntary consent to such work. In BiH, the Labour Law provides the possibility to work part-time on the basis of findings of relevant health authorities.

There are some work-life balance measures in **Montenegro** which include exempting a woman from watch duty until her child reaches the age of three and prohibiting overtime or night shifts for women who have children under the age of three. Also, single parents serving in the armed forces who have children less than seven years of age may not be designated for watch duty. In Montenegro, there is no possibility for flexible working hours. There is a possibility of part-time work, although it is rarely allowed.

According to the Labour Relations Law in **the former Yugoslav Republic of Macedonia**, an employer is obliged to enable work-life balancing for employees. Measures such as exempting a woman from watch duty until her child reaches the age of three or exempting a single mother from watch duty until her child reaches the age of 15 are in place. Employees have no possibility to apply for part-time work.

In **Serbia**, there is currently no possibility for flexible working hours. Civilians may, exceptionally, be granted the right to redistribute their working hours under the provisions of the Labour Law. Part-time work can be approved for those who provide an exception based on the findings of health committee. The Law on the Serbian Armed Forces also grants the right to part-time work if members are working under difficult conditions or conditions which are detrimental to their health and fitness for military service, the effects of which cannot be completely eliminated by preventive measures. Working hours are shortened in proportion to the harmful effects on their health and ability to serve. Reduction of working time cannot exceed 10 hours per week. On the basis of gender analysis for the year 2012, and taking into account foreign practices (armed forces of the Netherlands, the U.S. armed forces), the Analytical Group at the Ministry of Defence and the Serbian Armed Forces<sup>11</sup> has proposed the introduction of flexible working hours, for men and women, in order to better reconcile professional and family life and allow for greater representation of women in the MoD and in decision-making.

There are no specific measures that allow couples that are employed in the armed forces and have small children to better harmonise their professional and family obligations. For example, in Serbia all those employed in the MoD and the SAF are equal in exercising their employee rights, and in that sense the legislation did not provide for such additional measures, but the applicable regulations do allow for some exemptions for parents of young children.

None of the ministries or armed forces has kindergartens. All ministries state that current policies and procedures do not constitute an obstacle to the career advancement of women and men.

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<sup>11</sup> The Analytical group in the MoD and the SAF has been established with the aim to carry out analyses of implementation of the NAP for the implementation of UNSCR 1325.

## / 4.2. HEALTH AND SAFETY REGULATIONS

In **Bosnia and Herzegovina**, safety regulations are determined by law, further outlined in the Standard Operating Procedures, and are equal for women and men. In **the former Yugoslav Republic of Macedonia**, the occupational safety measures are regulated by the Law on Protection and Safety at Work. In **Montenegro**, health and safety measures are prescribed by the Labour Law (which covers special protection of youth and women, the protection of women in industry and construction, protection from overtime or night work, protection of the rights of employees who take care of children and protection of pregnancy and child care) and by the Law on Protection at Work. The Law on Protection at Work specifically regulates risk assessment in the workplace by binding the employer to issue a decision on the risk assessment of workplaces and to identify methods and measures for eliminating the risk. The Risk Assessment Act must be modified in the event of any new risks or changes in the risk level of risk in the workplace. In **Serbia**, each unit, command and institution have regulated health and safety measures for every working place, in accordance with the Law on Workplace Health and Safety, and these measures are equal for both men and women.

## / 4.3. SALARIES

**All four armed forces** implement equal pay principles and practices with salaries defined by classification based on job descriptions and formational elements.

## / 4.4. RETIREMENT ELIGIBILITY

In **BiH**, the fulfilment of retirement conditions is stipulated in the Law on the Service in the Armed Forces, and they are the same for women and men. Any accelerated retirement plans function in accordance with the legal regulations and by-laws.

In **the former Yugoslav Republic of Macedonia**, conditions to qualify for old-age pension are regulated by the Law on Retirement and Disability Insurance. Women are entitled to retire at the age of 62, and men at 64.

In the case of redundancy, the right to retirement is exercised according to the Law on Retirement and Disability Insurance under the following conditions: the participant must have at least 25 years of pensionable service (or at least 15 years in positions where insurance and service benefits were calculated at an accelerated rate) and be 55 years of age for men or 50 years of age for women.

According to the Army Service Regulation Law, an officer or non-commissioned officer or civilian personnel who will be made redundant, and has not been relocated to another formation or workplace within 60 days, is entitled to exercise his/her right to retirement with at least 25 years of pensionable service, of which at least 15 years have been spent in the armed forces, regardless of age, if not eligible for old-age pension.

In **Montenegro**, professional service personnel and civilian employees in the armed forces can exercise their right to pension and disability insurance benefits, governed by the Law on Retirement and Disability Insurance. Participants are entitled to old-age pension when they reach the age of 67 and have accrued at least 15 years of pensionable service. Employees also qualify after 40 years of service, or 30 years of service, if the employee worked at least 20 years in positions where the insurance was calculated at an accelerated rate.



A special regulation in the Law on Defence prescribes that the pensionable service of public officials and employees and military professionals who work under difficult conditions shall be calculated at an accelerated rate. The Law on the Armed Forces of Montenegro prescribes that for professional military personnel (male and female officers and NCOs) service in the military extends to 35 years of service, in effective duration, and 55 years of age; a soldier working under a contract until he/she reaches the age of 35; and service contract soldiers until the age of 40. For these military members, service may last up to 40 years of pensionable service and 55 years of age, after which they are eligible to exercise their rights pertaining to pension and disability insurance.

In **Serbia**, the Law on Pension and Disability Insurance differentiates the conditions for retirement eligibility for women and men; the retirement age for women is lower. Achieving extra service credit (for early retirement) is regulated. The pensionable service of professional military personnel and members of the Serbian Military Security Agency and Military Intelligence Agency is calculated at an accelerated rate for certain positions.

## / 4.5. THE RIGHT TO ASSOCIATE WITH TRADE UNIONS

In **the former Yugoslav Republic of Macedonia, Montenegro and Serbia**, women and men participate in trade unions equally. In **Bosnia and Herzegovina** persons employed in the armed forces have no right to join trade unions; only civilians employed by the AFs of Bosnia and Herzegovina can join trade unions. There are no organisations or associations of women in the armed forces in any of the four countries.

In **BiH**, civilians employed by the AFs of BiH exercise their right to join trade unions through membership in the Trade Union Organisation of Civil Servants and Employees of the Ministry of Defence and Armed Forces of BiH, which is a member of the Independent Union of Civil Servants and Police Officers, and Employees in the BiH institutions, the Judicial Authorities and BiH Public Institutions.

In **the former Yugoslav Republic of Macedonia**, an employee is free to join a trade union. A trade union cannot be dissolved nor can its activity be banned administratively if it is founded in compliance with the law. The Ministry of Defence and the Defence and Security Trade Union have signed a collective agreement that regulates the rights and specifies the obligations of employees at the Ministry of Defence and Army on one hand, the Ministry as the employer on the other, as well as conditions and ways to realise the rights and obligations. The collective agreement also includes provisions pertaining to the rights of employees and their position, insurance, salaries, information, material accountability, education and professional training, trade union organisations, cessation of employment et.al.

In **Montenegro**, two trade unions are open for members of the Armed Forces of Montenegro. The Trade Union of the Armed Forces of Montenegro has the right to collective bargaining and making collective agreements, participation in addressing collective work related disputes, participation in the work of the Social Council and other tripartite and multipartite bodies. Apart from the Trade Union of the Armed Forces of Montenegro, the Trade Union Organisation of the Armed Forces of Montenegro exists and is organised within the Union of Free Trade Unions of Montenegro. Trade unions are founded and operate in accordance with the Labour Law and Law on Trade Union Representation.

In **Serbia**, professional members of the Serbian Armed Forces have the right to organise in trade unions, in accordance with the Law on the Serbian Armed Forces and further elaborated in the Regulation on Trade Union Organisation. In accordance with the provisions of the law and general labour regulations, professional members of the Serbian Armed Forces may freely join trade unions, organise trade union bodies and determine and carry out programmes and activities of the trade union organisation.

The trade union has the right to be informed by the employer on economic and social matters of significance to the position of professional members of the Serbian Armed Forces and to undertake activities to improve their working conditions, safety and health, living environment and social position.

A trade union representative can, in accordance with the provisions of general labour regulations, represent a professional member of the Serbian Armed Forces in exercising his or her rights in a procedure before bodies of the Serbian Armed Forces and before the competent court, at his or her request or with his or her consent.

According to current data of the Ministry of Defence Directorate for Tradition, Standards and Veterans, the trade unions representing members of the Serbian Armed Forces and operating within already established trade union associations are: Association of Free and Independent Trade Unions of Serbian Armed Forces Members, United Trade Unions of Serbia Sloga – Military Medical Academy; and United Trade Unions of Serbia Sloga – Ministry of Defence. Trade unions initiated and registered by the members of the Serbian Armed Forces operating independently are: Trade Union of Aircraft Technicians of the Serbian Armed Forces and the Military Trade Union of Serbia.

Ministries do not list statistical data on the representation of women in trade union organisations.

## / 4.6. UNIFORMS, WEAPONS AND MILITARY EQUIPMENT

In **Bosnia and Herzegovina**, field uniforms for all members are the same, regardless of gender. Formal and official uniforms differ for men and women.

In **the former Yugoslav Republic of Macedonia**, men's and women's uniforms do not differ.

In **Montenegro**, men's and women's formal and official uniforms differ. Women have skirts and women's shoes as part of that uniform.

In **Serbia**, men's and women's formal uniforms differ. Women's uniforms include a skirt and women's shoes. Field uniforms are the same for men and women.

The decision of the appearance of uniforms for members of **BiH** AFs is made by the Minister of Defence in accordance with the Regulation on Uniforms of BiH AFs. This regulation prescribes types of military uniforms, contents of sets and the manner, time and occasions in which military personnel can wear it. The regulation states: with regard to sex, military uniforms are: a) unique, b) women's, c) men's. The military uniform must fit the wearer's body measurements. Appearance and technical characteristics of military uniforms are prescribed by technical conditions for parts and sets of uniforms.

In **the former Yugoslav Republic of Macedonia**, decisions on uniforms are made by the Commission appointed by the Chief of the General Staff and the Minister of Defence. The regulation for the appearance of uniforms is signed by the President. In **Montenegro**, the Army crest and the appearance of ranks and military uniforms is prescribed by the Law on the Army of Montenegro and the Regulation on the Crest of the Armed Forces and the Appearance of the Ranks and Uniforms. In **Serbia**, a Ministry level expert group called the Council for Military Personnel Wear makes decisions on uniforms.

In **Bosnia and Herzegovina** it is mandatory for women to participate in decisions regarding appearance of their uniforms. In **the former Yugoslav Republic Macedonia** it is recommended but not mandatory for women to be consulted about the design of uniforms. In **Serbia**, women are surveyed regarding appearance of the uniform. For example, cadets from the Military Academy selected, in writing, one of several hats for their formal uniform, which they had the opportunity to try on beforehand.

In none of the armed forces have uniforms for pregnant soldiers.

In **all four countries** women and men use the same weapons and military equipment. In **Bosnia and Herzegovina** procurement of weapons and equipment is performed in accordance with the needs of the armed forces, while the criteria of issuing are the same for men and women. In the Armed Forces of **Montenegro**, women and men have the option of selecting equipment in accordance with their size.

In the **Republic of Serbia**, the equipment procured for armed forces, such as belts and helmets, is made in a number of sizes. Bulletproof vests contain elastic bands, which can be adjusted to fit the user. Acquisition of M-10 uniforms has been based on data listing required sizes for all members of the Serbian Armed Forces. Uniforms sizes range from 162/44 to 198/60. The acquisition of footwear, agreed upon in 2012, is now offered in sizes 36 to 40, to fit the so called 'women's mould'. Acquisition of footwear in the forthcoming period will also be realised based on data collected on the required sizes for each individual member.

## /4.7. INFRASTRUCTURE

In **all four countries** there are separate infrastructures for men and women during training, at military academies and other armed forces facilities.

In **BiH**, due to the lack of funds for renovation, guard posts are only marginally appropriate for female soldiers on guard duty. All facilities date from the time of former JNA and have not been retrofitted for women in the AFs.

In **the former Yugoslav Republic of Macedonia**, there are separate facilities for men and women in basic training and at the Military Academy. For other work facilities, separate infrastructure exists where circumstances allow it. All guard posts are in very poor condition and do not meet the needs of female guards. However, even given the lack of facilities, women stand watch on a voluntary basis in several guard posts.

In **Montenegro**, separate infrastructure exists for men and women, but the majority of military facilities need repair, which requires funds.

## / 4.8. INSTITUTIONAL MECHANISMS FOR GENDER EQUALITY

In **Bosnia and Herzegovina**, mechanisms for gender equality in the armed forces and the defence system have been established. A network of Gender Contact Points was established in all units and commands of the AFs based on a decision of the Minister and within the implementation framework for the Action Plan for UNSC Resolution 1325 in Bosnia and Herzegovina. Following steps taken to appoint Gender Focal Points for the MoD BiH and the AFs, the Chief of the Joint Staff of the BiH AFs ordered all commands and units to appoint Gender Contact Points up to the level of battalion, or units of the same or higher levels.

Along with their regular duties, the Gender Contact Points monitor, analyse and report conditions and propose measures regarding gender equality. With the support of NATO Headquarters Sarajevo, workshops for these individuals are organised twice a year to familiarise them with their obligations and duties. The appointed person is obliged to report on gender equality in the BiH AFs quarterly or as required to the Gender Focal Point of the Armed Forces. Drafting of Standard Operating Procedures (SOP) for Gender Contact Points in the BiH AFs is in its final phase, and will determine the job descriptions for these persons.

In **the former Yugoslav Republic of Macedonia**, the Committee for Gender Equality and Gender Perspective in Defence was formed in 2012. The Committee's chair is from the Ministry of Defence, the deputy chair is from the armed forces, and the secretary is from the Ministry of Defence. The Committee has a total of 21 members, three of whom are representatives from the armed forces. Remaining members are from the Ministry of Defence, Faculty of Security - Skopje, Institute for Security, Defence and Peace of the Faculty of Philosophy in Skopje and a representative of the U.S. Embassy.

The Committee prepares the Programme for Equal Opportunities for Women and Men at the Ministry of Defence and the Army, and with support determined by the Action Plan, carries out the analysis of representation of women in defence. The Committee also organises international conferences on gender equality and gender perspectives in defence and publishes the international Journal of Defence, Security and Peace Contemporary Macedonian Defence. The Committee also surveys public opinion on the work of the Ministry of Defence and the Army in the field of gender equality.

Appointing a Gender Equality Advisors at the Ministry and General Staff is currently in progress.

In **Montenegro**, a mechanism for gender equality exists in the Ministry of Defence but not in the armed forces. In accordance with the Law on Gender Equality, at the Ministry of Defence, the Gender Equality Coordinator was appointed. According to the Regulation on Internal Organisation and Systematisation of the Ministry of Defence, addressing gender equality issues is part of the Coordinator's official job description. The Coordinator works in the Directorate for Human Resources – Direction for Human Resources Management. The Coordinator works on the advancement of gender equality in the Ministry and participates in the development and implementation of the Plan of Activities to Achieve Gender Equality in Montenegro (PAPRR). The Coordinator drafts the Ministry's and the AFs' programme of measure for achieving PAPRR, which includes concrete work plans. Furthermore, the Coordinator drafts interim and annual reports, participates in cooperation activities at the regional and international level, and proposes and collaborates in project activities with local and international partners.

With the goal of improving the functioning of institutional mechanisms and expanding the network of persons working on gender equality, train-the-trainer activities have been initiated in the MoD and the AFs. This should lead to the creation of a network of gender contact points that will, together with the Gender Equality Coordinator, carry out future activities, particularly in drafting and implementing the NAP for implementation of UNSC Resolution 1325.

In **Serbia**, a Gender Equality Advisor to the Minister of Defence has been appointed. The Advisor coordinates the drafting of plans and documents, as well as other activities, related to the implementation of gender equality policies at the Ministry of Defence. The Advisor plans activities with the goal of establishing women's sections in collaboration with representative trade union organisations and monitors the implementation of measures for improved data collection on education, professional training and career development for women. The advisor formulates recommendations for introducing gender equality policies, addresses relevant gender equality issues, provides assistance to analytical groups, research teams and 'persons of trust' and takes part in international conferences.

The Analytical Group was established in the Ministry of Defence and Serbian Armed Forces to analyse the implementation of the NAP for UNSC Resolution 1325. Representatives of the Ministry of Defence participate in the Multi-Sectoral Coordination Body of the Government of Serbia and the State Secretary at the MoD chairs the Political Council for the implementation of NAP 1325. The MoD is establishing the system of 'persons of trust' as a measure for preventing discrimination and violence on grounds of gender.

## / 4.9. SANCTIONS AGAINST GENDER DISCRIMINATION

In **Bosnia and Herzegovina**, the Law on Prohibition of Discrimination provides numerous instruments that victims of discrimination can use against public institutions and individuals. Criminal, misdemeanour and protection measures are provided in cases of discrimination. The provisions of this law are included in the by-laws that regulate this area in the MoD of BiH and the BiH AFs.

In **the former Yugoslav Republic of Macedonia**, legislation provides criminal and misdemeanour sanctions for gender discrimination.

In **Montenegro**, discrimination on the grounds of sex and gender identities is prohibited by the Constitution and by law. The Law on the Armed Forces of Montenegro guarantees equal rights to persons applying for admission to service in the military. Application of principles of transparency, justice and equal rights is guaranteed, with no discrimination on any grounds (sex, race, language, religious affiliation, political or other opinions, ethnic or social background, material or other status). Abiding by these principles is ensured by the Minister.

In **Serbia**, options for sanctioning gender discrimination when it occurs are prescribed by the Law on Gender Equality. In accordance with the Law on the Serbian Armed Forces, denying rights or privileges to members of the Serbian Armed Forces is prohibited, particularly on grounds of race, religion, sex or nationality, origins or any other personal characteristics.

## / 4.10. USE OF GENDER SENSITIVE LANGUAGE

In **Bosnia and Herzegovina**, reviewing and defining the use of gender sensitive language in laws and internal regulations is currently underway. For now, the use of gender sensitive language is based on personal preference.

In **the former Yugoslav Republic of Macedonia**, gender sensitive language is not in use.

In **Montenegro**, gender sensitive language is used in institutions, in accordance with the Law on Gender Equality.

In **Serbia**, during 2012, changes in the Rules of Service in the Serbian Armed Forces regulate the introduction of gender sensitive language in official address to servicewomen, officers, non commissioned officers and civilian personnel serving in the Serbian Armed Forces (e.g. kadetkinja, vojnkinja, gospođo poručniče, which are Serbian equivalents of feminine forms for the military titles of cadet, soldier, and lieutenant).

## / 4.11. CODE OF CONDUCT

A Code of Conduct exists in all four countries. In **BiH**, Code of Conduct training takes place, but it does not contain references to gender equality. The drafting of the Ethical Code of Conduct of Military Personnel at the Ministry of Defence and the Armed Forces of Bosnia and Herzegovina is in progress; it contains references related to gender equality. The draft states that military personnel in the MoD and the AFs of BiH are obliged to abide by the Law on Gender Equality in all activities in units, commands and the AFs of BiH as a whole. A paragraph of this Code strictly prohibits gender discrimination.

A Code of Conduct that employees are obliged to follow is in place in **the former Yugoslav Republic of Macedonia** but it does not contain references to gender equality.

In **Montenegro**, the Law on the Armed Forces of Montenegro prescribes that an individual recruited to the armed forces is familiarised with the Code of Military Ethics. The Law further prescribes regular training, at least once a year, to reinforce the Code of Military Ethics. The Code of Military Ethics states that a person serving in the armed forces is, among other requirements, obliged to respect the personality and dignity of their superiors, subordinates and other persons serving in the military and to perform their service without discrimination and prejudices related to sex, race, religion, age, marital status, material status or any other specific characteristic of a person.

In the **Serbian** Armed Forces, employees sign a statement that they are familiar with the Code of Honour of the Members of the Serbian Armed Forces. The code contains the following reference related to gender equality:

»A member of the Serbian Armed Forces is guided by general moral principles of the military profession and promotes its fundamental values, through nurturing and developing his or her own virtues and accepting and observing norms of conduct: 1) with their homeland, they are in a pledged relation and defend it unconditionally; 2) they respect, protect and defend State and military insignia and wear the uniform of the Serbian Armed Forces with dignity, in service and out; 3) when carrying out combat tasks: they use force only as much as necessary; humanely treats captive enemies and civilians, particularly the elderly, women and children; etc... «

## /4.12. PREVENTION OF SEXUAL HARASSMENT

### WHERE TO REPORT SEXUAL HARASSMENT

Mechanisms for sanctioning sexual harassment exist in all four Ministries of Defence and the four Armed Forces.

In **BiH**, in cases of sexual harassment, victims can address their chain of command, or directly contact the General Inspectorate of the BiH MoD or the inspectors of commands and units of the AFs of BiH. They can also contact the Office of Parliamentary Military Commissioner.

In **the former Yugoslav Republic of Macedonia**, victims of sexual harassment may contact superiors or submit a complaint to the relevant bodies. There is an Ombudsman in the Ministry of Defence, in the Sector for Defence Inspection. There is a legal obligation to appoint mediators in accordance with the Law on Protection Harassment at Work.

Victims of sexual harassment in **Montenegro** may contact the mediator, in accordance with the Law on the Prohibition of Harassment at Work, as well as the Inspector General of Defence, in accordance with the Law on Defence and the Law on the Armed Forces of Montenegro. They can also initiate an amicable settlement of disputes at the Agency for Peaceful Settlement of Disputes. Victims can also initiate judicial procedures, either criminal proceeding if the victim wishes for the perpetrator to be criminally responsible in this matter, or civil action, if the person suffered pecuniary or non-pecuniary damage.

In **Serbia**, in cases of sexual harassment the employee should contact the support person in his or her unit or institution or a person who has been authorized to submit request for protection from abuse. The victim can also consult a person whom he or she trusts, in order to provide advice on further action and resolution of the incident. To implement the Law on the Prevention of Harassment at the Workplace and the Regulation on the Rules of Conduct of Employers and Employees in Connection with the Prevention and Protection from Abuse at Work, a commander appoints an individual in charge of health and safety at work and environmental protection, authorized to institute proceedings for protection from abuse; an individual as support person whom the employee believing to be a victim of harassment can consult for advice and support; and three mediators in the process of protection from harassment at work.

### HOW TO REPORT SEXUAL HARASSMENT

In **Bosnia and Herzegovina**, sexual harassment may be reported by telephone, in writing, by e-mail, or in person. Instructions from the Inspector General's Office and the Inspector General of the Armed Forces of BiH stipulate that all interested parties (the victim or a third party) may report any form of irregularities, including sexual harassment. Reporting can be done in person or through any means of communication. The completed IGAR (Inspector General Action Request) form is submitted to the inspector in the unit, and also to the commanding staff in the units, who have the duty to deliver it to the Inspector General within forty-eight hours. The Inspector General shall act on all requests that are not older than three years, except in cases of criminal offense, when the terms are in accordance with those stipulated in the Criminal Code.

In **the former Yugoslav Republic of Macedonia**, sexual harassment is reported through the chain of command through a formal interview, as well as through a complaint in accordance with the procedures contained in the Law on Protection from Harassment at Work, which regulates the rights, obligations, and responsibilities of the employer and the employees regarding prevention of psychological and gender-based harassment in the workplace. The same Law prescribes the measures and procedures that protect against harassment in the workplace, as well as other related issues.



The procedure for reporting a case of sexual harassment in the Armed Forces of **Montenegro** is conducted by the Inspector General of Defence. According to the relevant legal framework, the employee who is reporting sexual harassment submits a written request to initiate proceedings for protection against sexual harassment. The request is given to a mediator, or employer, who shall, within three days of receipt initiate the mediation. The process must be completed within eight days. A trade union representative or a representative of employees may participate in the mediation process. The mediation proceedings are closed to the public and the information gathered during the mediation can be disclosed only to participants in the process and the authorities responsible for protection from sexual harassment/harassment/mobbing. The employer can take interim measures such as restraining the person performing sexual harassment to approach the employee who is subjected to sexual harassment and changing premises of the person to whom the harassment complaint applies. If these measures are not taken, the employee who is subjected to sexual harassment has the right to stop working until the completion of the mediation process, if in the opinion of a specialised physician of a competent medical authority there is imminent danger to health or life. An employee who is dissatisfied with the outcome of the proceedings for the protection of sexual harassment (which also includes harassment or mobbing) he or she may initiate proceedings for protection with the Agency for Peaceful Settlement of Labour Disputes or the competent court. The burden of proving that there was no conduct that qualifies as harassment / mobbing is on the defendant, i.e. the other side of the dispute.<sup>12</sup>

In **Serbia**, an employee who is the victim of sexual harassment can contact the person in his or her unit or institution, who has been designated as support person or a person authorized for submitting requests for protection from abuse, or another person whom he or she trusts, in order to present the issue and obtain advice on further action and resolution of the incident. If after having spoken with the aforementioned persons the employee decides to do so, a request for proceedings for protection against harassment is submitted directly to the person's duty station commanding officer, in the unit or institution at the rank of battalion commander, or someone of equal or higher rank; a manager or head of the organizational unit of the Ministry of Defence and the SAF General Staff at the level of head of directorate, or someone of equal or higher level (hereinafter referred to as superior).

The request may also be submitted by the person in charge of health and safety at work with the written consent of the employee who believes that he or she has been a victim of harassment. Once the request is submitted, the relevant superior officer shall proceed according to the procedure established by the Law and the Regulation. An employee, who believes that he or she has been a victim of abuse or sexual harassment by a superior officer, may apply directly to the court to file a suit for protection against such behaviour, without initiating the procedure for the protection with the employer.

## REPORTED CASES OF SEXUAL HARASSMENT

In **the former Yugoslav Republic of Macedonia** two cases of sexual harassment in the workplace have been reported. In **Serbia**, based on data available in the MoD and SAF Analytical Group, and according to reports from the Department of Human Resources (J-1) GS SAF, there are three registered cases of sexual harassment in the Serbian Armed Forces. In Serbia, the cases were not processed. Formal interviews were held, and the perpetrators were suspended from official duties.

Gender disaggregated statistics on perpetrators and victims are not kept in the MoD of **Montenegro** or **the former Yugoslav Republic of Macedonia**. In **BiH**, the Inspector General maintains records for each case. In **Serbia**, data shows that there were three male perpetrators of sexual harassment and three female victims of sexual harassment.

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<sup>12</sup> At its session of 11 July, 2013, the Government of Montenegro has adopted the Draft Law on Amendments to the Law on the Prohibition of Discrimination, and once it is adopted by the Parliament, it will establish sexual harassment as a special form of discrimination.



**Serbia** plans to establish in the Directorate of Tradition, Standards and Veterans in the Sector for Human Resources of the MoD a database with gender disaggregated records and statistics for human rights violations.

## INTRODUCING PROCEDURES FOR REPORTING SEXUAL HARASSMENT TO EMPLOYEES AND ENCOURAGING VICTIMS TO REPORT

In **Bosnia and Herzegovina**, the inspectors from the Office of Inspector General of the MoD and the AFs of BiH, through daily contact with members of the AFs of BiH, in addition to regular training in ethics, professionalism and the Code of Conduct, encourage all persons to report irregularities. This includes explaining the basic principles of inspection work and how to communicate with inspectors.

In **the former Yugoslav Republic of Macedonia** victims are encouraged to report sexual harassment through activities aimed at raising awareness on the procedures and methods for reporting harassment.

In accordance with the Law on the Prohibition of Harassment at Work and the regulations issued by the Ministry of Labour and Social Welfare, in order to identify, prevent, and restrain mobbing (including sexual harassment), the Ministry of Defence of **Montenegro** has implemented measures to inform and train employees and their representatives about the causes, forms and consequences of sexual harassment. The Law on the Armed Forces of Montenegro states that in order to protect his or her rights a person serving in the military has the right to speak on all matters pertaining to the work and functioning of the command and units where he or she is serving, as well as to contact the Inspector General of Defence in order to protect his or her rights. By attending seminars and workshops organised by the Human Resources Department, as part of the Programme for Training of Civil Servants and Employees, employees may learn about the legal procedures in the case of mobbing and sexual harassment at work. The Government of Montenegro adopted the Draft Law on Amendments to the Law on the Prohibition of Discrimination, which introduces sexual harassment, instead of mobbing (which is regulated by a *lex specialis*) as a special form of discrimination. It is expected to be adopted by the Parliament, after which the Ministry for Human and Minority Rights will organise special training sessions and seminars on the subject.

In **Serbia**, victims are also encouraged to report cases of sexual harassment and employees are kept informed through written notices.

## / 5. GENDER SENSITISATION AND EDUCATION

### / 5.1. GENDER EQUALITY TRAINING AND CAPACITY BUILDING

Learning about gender equality is a compulsory part of basic training for candidates entering into the military service in **Bosnia and Herzegovina**. The training lasts two academic hours. Members of the MoD and the AFs of Bosnia and Herzegovina carry out the training in cooperation with NATO Headquarters in Sarajevo. Included in the training are topics on UNSC Resolution 1325, issues of gender and gender equality in general and the activities the MoD and the Armed Forces of Bosnia and Herzegovina are undertaking with the aim of advancing gender equality. Professional development training in gender equality has been organised since 2008, through courses, seminars, workshops, conferences and study tours. Approximately 30% of members of the BiH AFs have attended these forms of training.

In **the former Yugoslav Republic of Macedonia**, professional development training has been organised since 2007 in cooperation with the partner countries (Norway and Sweden), international organizations (UN, NATO, UNDP, UN WOMEN), through participation in courses, seminars, workshops, forums, conferences and the like.

In **Montenegro**, gender equality is not a separate compulsory subject within the schooling system, but the topic is covered within civic education classes in primary and secondary schools. Since 2011, in the public administration, seminars and workshops, as well as professional development trainings have been used as tools to sensitise members of the AFs on gender equality issues.

In 2013, continuous education of service personnel on UNSCR 1325 was included in the Instruction on Training for the AFs and incorporated into the Calendar of Important Events of the AFs and these activities were initiated in all units. Service personnel are familiarized, through seminars, lectures and video presentations, with the state's constitutional and legislative frameworks, government policies, compliance with and implementation of UN Security Council Resolution 1325, anti-discrimination legislation and regional cooperation in the field of gender equality. In 2012, about 200 employees took part in similar events.

In **Serbia** gender equality is part of the curriculum in undergraduate studies at the Military Academy and at all levels of professional development in the School of National Defence. The 2013 Instruction for Training of the MoD and the SAF envisages covering the topic Gender and Security Sector Reform. In addition, SAF personnel periodically attend a variety of courses and seminars in the field of gender equality, and their acquired knowledge is shared with other members of their unit.

The curricula of military-educational institutions have been adjusted at all levels (Military High School, Military Academy, Command and Staff Training, and General Staff Training) to address gender equality topics. For example, the need to protect women and girls from all forms of violence in war and emergency situations will be addressed specifically in the subject international humanitarian law, in the first year of the Military Academy. In 2011/2012, the Department of Social Sciences and the Department of Management introduced educational content on gender equality into the following subjects: Sociology, Ethics, Law of Defence and International Law. Especially relevant are the topics related to international humanitarian law, with regards to

protecting women and girls from violence in conflict and post-conflict situations, because this is integral to the training for the members of the Ministry of Defence and the Serbian Armed Forces who participate in UN-mandated peace support operations.

At the School of National Defence the following gender equality topics are addressed within human resources management subjects: Training and Education of Women in the Defence System (Command and Staff course); Women Advancement in the Defence System (General-Staff Course) Training; Women Leaders (Advanced Studies of Security and Defence).

Professional development training on gender equality was initiated before the adoption of the NAP on UNSCR 1325. In 2009, a seminar was organised by the Belgrade Fund for Political Excellence (BFPE) on the implementation of UNSCR 1325 in Serbia, to which the representatives of the MoD were also invited to participate. Following the adoption of the NAP on UNSCR 1325, during 2010 and 2011, 18 people from the MoD and SAF attended the training in BFPE, the Belgrade Centre for Security Policy and the OSCE Mission to Serbia on Mainstreaming a Gender Perspective in Security Sector Reform. Sensitisation and education on gender equality in the MoD and SAF have been provided to more than 650 people, including 105 women and 90 men from the Serbian Armed Forces.

## GENDER EQUALITY TRAINING FOR MANAGERS AND COMMAND STAFF

In **Bosnia and Herzegovina** training on gender equality is compulsory for managers and command staff, while in **Montenegro** and **Serbia** it is not required. In **the former Yugoslav republic of Macedonia** the first gender training for managers and commanders was implemented in September 2013, and additional training is planned by the end of the year.

The training for managers or command staff in **BiH** is organised by the Civil Service Agency, the Agency for Gender Equality and the NATO Headquarters in Sarajevo.

In **Montenegro** part of the command staff attended gender equality training in 2012, which included presentation of the UN Security Council Resolution 1325.

In **Serbia** gender equality training is unique. The aim is to have as managerial level staff attend different types of training related to gender issues.

## TRAINING FOR MANAGERS AND COMMAND STAFF ON MAINTAINING A HARASSMENT-FREE WORKPLACE

In **Bosnia and Herzegovina**, training is conducted through modules that cover multiple topics (ethics, team and team work, stress management, mobbing). All members of the Armed Forces of BiH annually undergo one-day training on the Code of Conduct, which includes the issue of sexual harassment.

In **the former Yugoslav Republic of Macedonia**, management and command staff are trained on maintaining a harassment-free work environment. The training covers the following topics: burnout at workplace, communication skills in the workplace, mobbing and conflict resolution in the workplace.

In **Montenegro**, harassment-free workplace topics are addressed through regular training of the Human Resources Directorate.

All employees of the **Serbia** MoD and the SAF, have received a notice on the prohibition of harassment at work and the rights, obligations and responsibilities of employees and employers in relation to the prohibition of harassment in accordance with the Law on Prevention of Abuse at Work and the regulation on the rules of conduct of employers and employees regarding prevention and protection against harassment at work.

In order to implement the above-mentioned law and regulations, individuals have been authorized to institute proceedings for protection from harassment, individuals designated for support and mediators to facilitate the process for the protection from abuse at work.

Furthermore, the social sciences curriculum at the Military Academy includes the following courses: Professional-Military Ethics, Mobbing and Protection against Mobbing in the Army and a didactic-methodical course for higher education instructors.

## / 5.2. GENDER EQUALITY TRAINING FOR PARTICIPATION IN MULTINATIONAL OPERATIONS

In **Bosnia and Herzegovina**, training for multinational operations is held at the Peace Support Operations Training Centre (PSOTC). All officer and NCO courses on peacekeeping operations have a gender module lasting 1-3 hours, which includes a theoretical lecture and a short practical exercise and discussion.

PSOTC developed a specialised course on gender in peacekeeping operations. Utility of Gender in Peace Support Operations is conducted annually for members of the military and other international students in order to prepare police and military officers from the Western Balkans to serve effectively in future missions. This course is in the process of accreditation by NATO and the UN.

Training in gender equality and the UNSCR 1325 is a prerequisite for engagement in a multinational operation.

In **the former Yugoslav Republic of Macedonia**, training on UNSCR 1325 is mandatory prior to deployment. It encompasses the topics of gender-sensitive behaviour related to the cultural context of the mission.

In **Serbia** gender equality training is a mandatory part of preparations before deployment in multinational operations. This topic raises the level of preparedness to carry out assigned tasks, such as patrolling in mixed (male/female) teams, physical search of a person, work in observation stations and observation of critical areas and development of gender sensitive reporting. An understanding of gender issues aids in the process of disarmament, demobilization and reintegration, protection of civilians, acquiring and building mutual trust between members of the SAF and the local population, recognising the needs of the local population (men, women, boys and girls) and comprehensive awareness of the operational situation on the ground. The importance of this topic, among other things, is reflected in increased operational efficiency and the degree of protection of the deployed forces and resources.

Based on the analysis of participation in multinational operations, as well as on experiences among the trainers who participated in courses abroad, lessons learned are integrated into the topic Gender in multinational operations. Two courses on Gender in multinational operations have been organised, facilitated by the Centre for Peacekeeping Operations with the support of UN Women and civil society organizations. In 2012, the Centre for Peacekeeping Operations trained 30 persons (including 15 members of the MoD and SAF) as advisors for commanders of national contingents in multinational operations.

## / 6. RECOMMENDATIONS

**Main goal:** To continuously work to increase proportion of women in the armed forces in the Western Balkans countries, and particularly in decision-making, policy formulation and implementation

- 1) Develop, adopt and implement a long-term strategic approach to increase the number of qualified female candidates for the armed forces.
- 2) Appoint, train and continuously support individuals responsible for gender issues/gender focal points, precisely define their role and scope of work at different levels of the armed forces.
- 3) In order to strengthen capacities for gender-sensitive human resource management:
  - a. Improve the capacity to collect gender-sensitive statistics;
  - b. Improve personnel databases;
  - c. Ensure quantitative and qualitative gender-sensitive monitoring of staff career development and fluctuations as well as adequate collection, dissemination and analyses of such data.
- 4) Increase the representation of women in professional training and education by encouraging decision-makers to identify and direct qualified women as well as by encouraging women to apply for such training.
- 5) Adjust the infrastructure, uniforms and equipment to working conditions of women.
- 6) Improve work-life balance measures.
- 7) Encourage victims to report gender based discrimination and sexual harassment, and strengthen response mechanisms and protection.
- 8) Systematically introduce content on gender equality throughout the entire education and training system.
- 9) Introduce gender-sensitive language and promote its use.
- 10) Encourage and train women for participation in multinational operations.
- 11) Continue and strengthen regional cooperation of gender equality mechanisms of the MoDs in the Western Balkans.

# ANNEX A: REPRESENTATION OF WOMEN IN THE ARMED FORCES BY MILITARY BRANCHES AND RANK<sup>(6)</sup>

## BOSNIA AND HERZEGOVINA

### CURRENT DATA (FROM YEAR 2012) ON TOTAL FORCE BY SERVICE

(2)	Total % of military personnel	Total % of Female military personnel	Total % OF-6 and higher	% of Female OF-6 and higher	Total % OF-3 to OF-5	% of Female OF-3 to OF-5	Total % OF-1 to OF-2	% of Female OF-1 to OF-2	Total % OR-5 to OR-9	% of Female OR-5 to OR-9	Total % OR-1 to OR-4	% of Female OR-1 to OR-4
Army	100	3.85	100	0.00	100	1.23	100	1.54	100	1.98	100	5.49
Air Force	100	1.50	-	-	-	-	100	1.31	-	-	100	5.71
Navy	-	-	-	-	-	-	-	-	-	-	-	-
Other <sup>(1)</sup>	100	13.73	100	0.00	100	3.05	100	8.13	100	14.33	100	16.29
<b>TOTAL</b>	<b>100</b>	<b>6.07</b>	<b>100</b>	<b>0.00</b>	<b>100</b>	<b>2.15</b>	<b>100</b>	<b>3.63</b>	<b>100</b>	<b>4.25</b>	<b>100</b>	<b>6.06</b>

### CURRENT DATA (FROM YEAR 2012) ON FEMALE SOLDIERS IN OPERATIONS<sup>(3)</sup>

(4)	Total % of military personnel	Total % of Female military personnel	Total % OF-6 and higher	% of Female OF-6 and higher	Total % OF-3 to OF-5	% of Female OF-3 to OF-5	Total % OF-1 to OF-2	% of Female OF-1 to OF-2	Total % OR-5 to OR-9	% of Female OR-5 to OR-9	Total % OR-1 to OR-4	% of Female OR-1 to OR-4
Army	-	-	-	-	-	-	-	-	-	-	-	-
Air Force	-	-	-	-	-	-	-	-	-	-	-	-
Navy	-	-	-	-	-	-	-	-	-	-	-	-
Other <sup>(5)</sup>	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>100</b>	<b>3.50</b>	<b>100</b>	<b>0.00</b>	<b>100</b>	<b>0.00</b>	<b>100</b>	<b>0.00</b>	<b>100</b>	<b>0.00</b>	<b>100</b>	<b>7.21</b>

<sup>(1)</sup> Other includes any other categories not mentioned above (i.e. Marines, medical personnel, administrative personnel, Gendarmerie/Carabinieri/etc., full or part-time reserve forces)

<sup>(2)</sup> No personnel in training; only personnel in active military duty

<sup>(3)</sup> ALL long term operations abroad, be it NATO, UN, EU, etc.

<sup>(4)</sup> No personnel in training; only personnel in active military duty

<sup>(5)</sup> Other includes any category not mentioned above (i.e. Marines, medical personnel, administrative personnel, Gendarmerie/Carabinieri/ etc., full or part-time reserve forces)

<sup>(6)</sup> Tables structured in line with the NATO Committee on Gender Perspectives, Handbook for Delegates, Version 2010, p.22., The National Report.

## THE FORMER YUGOSLAV REPUBLIC OF MACEDONIA

### CURRENT DATA (FROM YEAR 2012) ON TOTAL FORCE BY SERVICE

[2]	Total of military personnel		Total of Female military personnel		Total of OF-6 and higher		Total of Female OF-6 and higher		Total of OF-3 to OF-5		Total of Female OF-3 to OF-5		Total of OF-1 to OF-2		Total of Female OF-1 to OF-2		Total of OF-5 to OR-9		Total of Female OF-5 to OR-9		Total of OR-1 to OR-4		Total of Female OR-1 to OR-4	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Army	4393	100	176	4,01	11	100	-	0,00	82	100	1	1,22	366	100	18	4,92	1208	100	72	5,96	2726	100	85	3,11
Air Force	470	100	23	4,89	-	0,00	-	0,00	74	100	2	2,70	45	100	1	2,22	177	100	18	10,17	174	100	2	1,15
Navy	14	100	-	0,00	-	0,00	-	0,00	-	0,00	-	0,00	-	0,00	-	0,00	7	100	-	0,00	7	100	-	0,00
Other <sup>[2]</sup>	1916	100	188	9,81	-	0,00	-	0,00	143	100	22	15,38	79	100	28	35,44	348	100	96	27,5	797	100	23	2,88
<b>TOTAL</b>	<b>6793</b>	<b>100</b>	<b>387</b>	<b>5,69</b>	<b>11</b>	<b>100</b>	<b>-</b>	<b>0,00</b>	<b>299</b>	<b>100</b>	<b>25</b>	<b>8,36</b>	<b>490</b>	<b>100</b>	<b>47</b>	<b>9,59</b>	<b>1740</b>	<b>100</b>	<b>186</b>	<b>10,69</b>	<b>3704</b>	<b>100</b>	<b>110</b>	<b>2,96</b>

### CURRENT DATA (FROM YEAR 2012) ON FEMALE SOLDIERS IN OPERATIONS<sup>[3]</sup>

(4)	Total of military personnel		Total of Female military personnel		Total of OF-6 and higher		Total of Female OF-6 and higher		Total of OF-3 to OF-5		Total of Female OF-3 to OF-5		Total of OF-1 to OF-2		Total of Female OF-1 to OF-2		Total of OF-5 to OR-9		Total of Female OF-5 to OR-9		Total of OR-1 to OR-4		Total of Female OR-1 to OR-4	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Army	159	100	4	2,51	-	-	-	-	5	100	-	-	13	100	-	-	37	100	1	2,7	105	100	3	2,85
Air Force	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Navy	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other <sup>(5)</sup>	11	100	4	36,36	-	-	-	-	-	-	1	-	3	100	-	-	5	100	3	60,00	2	100	-	-
TOTAL	170	100	8	4,70	-	-	-	-	5	100	1	20,00	16	100	-	-	42	100	4	9,52	107	100	3	2,80

<sup>[1]</sup> Other includes any other categories not mentioned above (i.e. Marines, medical personnel, administrative personnel, Gendarmerie/ Carabinieri/etc., full or part-time reserve forces)

<sup>[2]</sup> No personnel in training; only personnel in active military duty

<sup>[3]</sup> ALL long term operations abroad, be it NATO, UN, EU, etc.

<sup>[4]</sup> No personnel in training; only personnel in active military duty

<sup>[5]</sup> Other includes any category not mentioned above (i.e. Marines, medical personnel, administrative personnel, Gendarmerie/ Carabinieri/ etc., full or part-time reserve forces)

## MONTENEGRO

### CURRENT DATA (FROM YEAR 2012) ON TOTAL FORCE BY SERVICE

[2]	Total of military personnel		Total of Female military personnel		Total of OF-6 and higher		Total of Female OF-6 and higher		Total of OF-3 to OF-5		Total of Female OF-3 to OF-5		Total of OF-1 to OF-2		Total of Female OF-1 to OF-2		Total of OR-5 to OR-9		Total of Female OR-5 to OR-9		Total of OR-1 to OR-4		Total of Female OR-1 to OR-4	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
Army	1087	100	48	4.41	1	100	0	0.00	82	100	0	0.00	62	100	3	4.84	451	100	7	1.55	491	100	38	7.74
Air Force	192	100	8	4.17	0	0.00	0	0.00	21	100	0	0.00	15	100	0	0.00	122	100	4	3.28	34	100	4	11.76
Navy	291	100	2	0.69	0	0.00	0	0.00	22	100	0	0.00	28	100	0	0.00	216	100	1	0.46	25	100	1	4.00
Other <sup>[2]</sup>	257	100	106	41.24	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>1827</b>	<b>100</b>	<b>164</b>	<b>8.97</b>	<b>1</b>	<b>100</b>	<b>0</b>	<b>0.00</b>	<b>125</b>	<b>100</b>	<b>0</b>	<b>0.00</b>	<b>105</b>	<b>100</b>	<b>3</b>	<b>2.85</b>	<b>789</b>	<b>100</b>	<b>12</b>	<b>1.52</b>	<b>550</b>	<b>100</b>	<b>43</b>	<b>7.81</b>

### CURRENT DATA (FROM YEAR 2012) ON FEMALE SOLDIERS IN OPERATIONS<sup>[3]</sup>

[4]	Total of military personnel		Total of Female military personnel		Total of OF-6 and higher	Total of Female OF-6 and higher	Total of OF-3 to OF-5	Total of Female OF-3 to OF-5	Total of OF-1 to OF-2	Total of Female OF-1 to OF-2	Total of OR-5 to OR-9	Total of Female OR-5 to OR-9	Total of OR-1 to OR-4	Total of Female OR-1 to OR-4
	No.	%	No.	%										
Army	-	-	1	-	-	-	-	-	-	-	-	-	-	-
Air Force	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Navy	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other <sup>[5]</sup>	-	-	1	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>124</b>	<b>100</b>	<b>2</b>	<b>1.61</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30</b>	<b>-</b>	<b>53</b>	<b>-</b>	<b>41</b>	<b>1</b>

<sup>[1]</sup> Other includes any other categories not mentioned above (i.e. Marines, medical personnel, administrative personnel, Gendarmerie/Carabinieri/etc., full or part-time reserve forces)

<sup>[2]</sup> No personnel in training; only personnel in active military duty

<sup>[3]</sup> ALL long term operations abroad, be it NATO, UN, EU, etc.

<sup>[4]</sup> No personnel in training; only personnel in active military duty

<sup>[5]</sup> Other includes any category not mentioned above (i.e. Marines, medical personnel, administrative personnel, Gendarmerie/Carabinieri/ etc., full or part-time reserve forces)



## SERBIA

### CURRENT DATA (FROM YEAR 2012) ON TOTAL FORCE BY SERVICE

(2)	Total of military personnel	Total % of Female military personnel	Total of OF-6 and higher	% of Female OF-6 and higher	Total of OF-3 to OF-5	% of Female OF-3 to OF-5	Total of OF-1 to OF-2	% of Female OF-1 to OF-2	Total of OR-5 to OR-9	% of Female OR-5 to OR-9	Total of OR-1 to OR-4	% of Female OR-1 to OR-4
Army	-	4.93	-	0.00	-	0.00	-	2.23	-	0.16	-	6.45
Air Force	-	3.90	-	0.00	-	0.00	-	1.40	-	0.95	-	9.19
Navy	-	0.00	-	0.00	-	0.00	-	0.00	-	0.00	-	0.00
Other <sup>(1)</sup>	-	27.39	-	0.00	-	0.73	-	7.05	-	1.45	-	13.93
<b>TOTAL</b>	-	8.70	-	0.00	-	0.42	-	4.33	-	0.89	-	9.04

### CURRENT DATA (FROM FEBRUARY 2013) ON FEMALE SOLDIERS IN OPERATIONS <sup>(3)</sup>

(4)	Total of military personnel		Total of Female military personnel		Total of OF-6 and higher	Total of Female OF-6 and higher	Total of OF-3 to OF-5	Total of Female OF-3 to OF-5	Total of OF-1 to OF-2	Total of Female OF-1 to OF-2	Total of OR-5 to OR-9	Total of Female OR-5 to OR-9	Total of OR-1 to OR-4	Total of Female OR-1 to OR-4
	No.	%	No.	%										
Army	99	100	8	8.08	-	-	-	-	-	-	-	-	-	-
Air Force	4	100	-	-	-	-	-	-	-	-	-	-	-	-
Navy	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other <sup>(5)</sup>	8	100	2	25.00	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>	111	100	10	9.00	-	-	-	-	-	-	-	-	-	-

<sup>(1)</sup> Other includes any other categories not mentioned above (i.e. Marines, medical personnel, administrative personnel, Gendarmerie/ Carabinieri/etc., full or part-time reserve forces)

<sup>(2)</sup> No personnel in training; only personnel in active military duty

<sup>(3)</sup> ALL long term operations abroad, be it NATO, UN, EU, etc.

<sup>(4)</sup> No personnel in training; only personnel in active military duty

<sup>(5)</sup> Other includes any category not mentioned above (i.e. Marines, medical personnel, administrative personnel, Gendarmerie/ Carabinieri/ etc., full or part-time reserve forces)

# ANNEX B: LEGAL FRAMEWORK

## Bosnia and Herzegovina

The legal framework of the state is extensive; numerous legal documents promote the field of human rights and women's rights. The introduction of the principle of gender equality in the legal, institutional and policy frameworks in BiH is based on obligations arising from international contracts, membership in international alliances and bodies.

- The Constitution of Bosnia and Herzegovina, Annex 1 of the General Framework Agreement for Peace in BiH (which mentions 16 international conventions on human rights, including CEDAW)
- Law on Gender Equality of BiH
- Law on the Human Rights Ombudsman of BiH
- Law on Prohibition of Discrimination of Bosnia and Herzegovina
- Law on Civil Service in the Institutions of Bosnia and Herzegovina
- Labour Laws
- Gender Action Plan of BiH

Legal acts and by-laws of BiH Defence institutions (laws, regulations, policies) are harmonised with the provisions of international documents pertaining to human rights law (conventions, resolutions, protocols and agreements), ratified by the Parliament of Bosnia and Herzegovina, as well as with national legislation that promotes gender equality issues.

- Law on Defence of Bosnia and Herzegovina
- Law on Service in the Armed forces of BiH
- Law on the Parliamentary Military Commissioner of Bosnia and Herzegovina
- Law on Participation of the Members of the Armed Forces of Bosnia and Herzegovina, police officers, civil servants, and other employees in peace support missions and other activities abroad

## The former Yugoslav Republic of Macedonia

- Constitution
- Law on Defence
- Labour Relations Law
- Army Service Regulation Law
- Law on Civil Servants
- Law on Equal Opportunities for Women and Men
- Law on Prevention and Protection Against Discrimination
- Law on Protection from Harassment at Work
- Law on Social Protection
- National Action Plan for Gender Equality (2007-2014)
- National Action Plan on the implementation of the Resolution UNSCR 1325
- Strategy on Gender Equality – adopted in December 2012.

## Montenegro

- Constitution of Montenegro
- Law on Defence
- Law on Gender Equality
- Law on the Protector of Human Rights and Freedoms
- Law on the Prohibition of Discrimination
- Labour Law
- Law on Protection against Domestic Violence
- Law on Prohibition of Harassment at Work
- Law on the Armed Forces of Montenegro
- Criminal Code

## Serbia

- Constitution of the Republic of Serbia
- Law on Gender Equality
- Law on the Accountability for Violation of Human Rights
- Law on Civil Servants
- Law on the Serbian Armed Forces
- Law on Defence
- Law on Military, Labour, and Material Obligations

# ANNEX C: MILITARY EDUCATION SYSTEM

In all four countries, training and education are identical both for women and men.

## **Bosnia and Herzegovina**

The education of members of the BiH MoD and the Armed Forces is implemented through various forms of training (courses, seminars, workshops, conferences) that are carried out locally and abroad. Since BiH has no military schools or military academy, formal education is provided through bilateral cooperation programmes.

The Ministry of Defence educates cadets at military academies abroad in accordance with the education plans and training offers. The planning of professional education, training and development is an integral part of human resources management and is based on professional development plans that include and guide an individual's career path.

The provisions of the Law on the Service in the Armed Forces of BiH regulate the right and obligation to professional orientation and education, the right to education and professional training of military personnel and scholarships for civilian university and secondary school students to fill formation positions and integrate cadets into military education institutions.

Contract soldiers are recruited among civilians on the basis of public vacancy announcements. The same method is used for recruitment of non-commissioned officers and officers from the civilian population. For the most part, NCOs are recruited from the ranks of contract soldiers, while the recruitment of officers is from the NCO ranks.

Currently there are preparations for an public vacancy announcement for officers.

## **The former Yugoslav Republic of Macedonia**

The education and training of civilian and military personnel in the Ministry of Defence is defined by the Strategy on Human Resources and the Strategy on Education and Training. The system is based on three pillars: institutional training, on-the-job training and independent learning. This approach provides a continuous cycle of selection, education, training, exercising, appointment and evaluation.

In the framework of this system, continuous professional education is provided, starting from entry-level, for all categories of employees. From acquiring initial officer / NCO ranks to qualification for promotion to a higher rank and transition from one level to another (tactical, operational and strategic), professional education is part of the development for all categories of employees in the defence system.

Institutional education is the first pillar of military education and includes all forms of guidance within the various educational institutions (military and civilian) in the country and abroad.

On-the-job training is the second pillar of the system of education and training in defence and is continued throughout the career. The experience gained during the performance of functional duties of employees, along with organised forms of education within organisational units of defence (units and institutions), enables employees to build upon and practice using what they have learned during formal education.

The third pillar, independent learning, provides balance to the system of education and training for employees in the defence system. An essential component of self-development, independent learning can entail research, professional study of literature and gaining practical experience.

## Montenegro

Since there are no military schools, the Ministry of Defence educates and recruits staff for the Armed Forces of Montenegro in two ways. The first is educating officers abroad by referring candidates with a secondary school diploma to attend military academies in partner countries. The second way is by admission of candidates with a civilian college degree, who upon completing basic training and officer training, build their careers in the Armed Forces. For the most part, NCOs are recruited from the ranks of contract soldiers. Contract soldiers are recruited from the civilian population on the basis of public vacancy announcements.

Military training is based on the Training Management Guidelines, annual training instructions that are prepared by the General Staff and disseminated to all army units. These instructions include the training priorities and procedures. Based on the Annual Instructions, units at the level of brigades produce Annual Training Guidelines and deliver them to units at battalion level. Units at the level of company make a monthly schedule of training sessions. The emphasis of training is on: preparation and deployment of their members in missions and operations; enabling members to perform functional and formation duties; adopting NATO staff procedures; capacity building for the declared and other forces according to the OCC E & F programme (Operational Capabilities Concept, Evaluation and Feedback); training for military exercises in country and abroad; providing assistance to the population in case of natural and man-made disasters; an achieving NATO standards in language skills. Special attention is paid to training of staff officers and non-commissioned officers to perform duties in multinational commands, improving foreign language skills and training for peacekeeping missions.

## Serbia

Armed forces' personnel are educated at the Military High School, the Military Academy, Military Medical Academy, in civilian universities and higher education training centres.

Training is mission-driven and based on a systematic approach to training management. The primary systemic-normative documents regulating the training of the Serbian Armed Forces are: Serbian Armed Forces Training Doctrine; Fundamentals of Training Management in the Serbian Armed Forces; Guidelines on Exercises in the Serbian Armed Forces; Guidelines for Evaluation of Collective Training in the Serbian Armed Forces; Guide to Physical Training in the Serbian Armed Forces; Guidelines on Sports Competitions in the Serbian Armed Forces; Fundamentals of Training and Professional Development Programme of Soldiers, Reserve Non Commissioned Officers and Officers; Fundamentals of Internship Programmes; and Guidelines for Training Management at the Operational Level. Individual training is part of the training system in which individuals are trained in specialties within the branches-services, or to perform the duties of certain formation positions in the commands and units of the Serbian Armed Forces. According to the contents, individual training is divided into basic, specialized and functional.

Individual training of soldiers in voluntary military service, candidates for professional soldiers, non-commissioned officers and officers (persons who are admitted into service after graduating at civilian universities), and professional members in professional development training, is normatively regulated by training programs and individual training standards. In this area, the instructor training model was established in the Serbian Armed Forces. The Training Command is responsible for the legal regulation of individual trainings for basic, specialized training, and the training of non-commissioned officers. Collective training in the Serbian Armed Forces is regulated by training programs for commands, units and institutions and includes training of permanent and reserve forces with a focus on the assigned mission.

Training and education are almost identical for men and women, the sole exception being physical education standards at the Military Academy (female cadets are exempt of performing pull-ups and are not limited by time in overcoming infantry obstacles). Training in the Serbian Armed Forces is identical for men and women, but there are different standards for the physical fitness test, which has been adapted to the physical capacities for women, in accordance with applicable international standards.

# ACRONYMS

<b>AFs</b>	Armed Forces
<b>AP</b>	Action Plan
<b>ASDS</b>	Advanced Security and Defence Studies
<b>BFPE</b>	Belgrade Fund for Political Excellence
<b>BiH</b>	Bosnia and Herzegovina
<b>CEDAW</b>	Convention on the Elimination of all Forms of Discrimination against Women
<b>CST</b>	Command and staff training
<b>ETS</b>	Education and Training System
<b>GST</b>	General Staff Training
<b>GS SAF</b>	General Staff of the Serbian Armed Forces
<b>JNA</b>	Yugoslav People's Army
<b>MoD</b>	Ministry of Defence
<b>NAP</b>	National Action Plan
<b>NCO</b>	Non-commissioned Officer
<b>OSCE</b>	Organization for Security and Co-operation in Europe
<b>OF</b>	Officer
<b>OCC E&amp;F</b>	Operational Capabilities Concept Evaluation and Feedback
<b>PAPRR</b>	Plan of Activities to Achieve Gender Equality in Montenegro
<b>PSOTC</b>	Peace Support Operations Training Centre
<b>SAF</b>	Serbian Armed Forces
<b>SFRY</b>	Socialist Federative Republic of Yugoslavia
<b>SOP</b>	Standard Operating Procedures
<b>SOR</b>	Special Operations Regiment
<b>UNSCR 1325</b>	United Nations Security Council Resolution on Women, Peace and Security 1325
<b>UN</b>	United Nations
<b>UNDP</b>	United Nations Development Programme
<b>UN WOMEN</b>	United Nations Entity for Gender Equality and the Empowerment of Women

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