

GBTI



GBTI's Gender Mainstreaming Policy

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Licensed under section 42 of the Companies Ordinance (1984) with the assistance of WAPDA

Approved under section 2(36)/61 of the Income Tax Ordinance, 2001

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1. Glossary/Gender Concepts

1. SEX

Sex indicates biological characteristics of men and women. When we talk about sex, we talk about the biological differences between male and females that we are born with, and that are universal. For example, men can impregnate and women can give birth and breast-feed.

2. GENDER

Gender indicates the characteristics, positions and roles of women and men in all social relationships. Gender relationships relate to a range of institutional and social issues rather than specific relationships between certain male and female individuals.

Gender characteristics are not natural or biological. We are not born with them.

Societies create and assign gender attributes to girls and boys, men and women, and there is often considerable social pressure to conform to these ideas about behavior. For example, in many societies women are expected to be subordinate to men. But in some societies women are dominant in decision-making. In other societies it is expected that women and men will participate equally in decision making.

3. GENDER ROLES

What women and men are expected to do and how they are expected to behave towards each other. Gender roles are different across communities and across the world. They change over time in response to changing community circumstances (e.g. during wars – when women take on more leadership roles) and changing ideas about what is acceptable or not acceptable behaviors and roles. Gender roles and characteristics affect power relations between men and women at all levels and can result in inequality in opportunities and outcomes for some groups.

4. GENDER-BASED DIVISION OF LABOR

This concept looks at the different tasks and responsibilities undertaken by either women or men. The allocation of activities on the basis of sex is learned and clearly understood by all members of a given community/society.

The triple role of women includes: Productive work (production of goods and services for consumption by the household or for income), Reproductive work (bearing and rearing children, domestic work and maintenance of the household) and Community work (provision and maintenance of resources used by everyone – water, health care, education, leadership). Men tend to be more involved in Community and Productive work.

5. GENDER RELATIONS

Social relations between women and men, in particular how power is distributed between them. They impact on men's and women's position in society and tend to disadvantage women. Gender hierarchies are often accepted as 'natural' but they are socially determined relations that are culturally based and subject to change over time.

6. GENDER EQUALITY

Gender equality indicates that men and women have equal positions and roles; are given equal conditions and opportunities to develop their capacities for the development of the community, family and equally enjoy the achievement of that development. Accordingly, the similar and different characteristics between men and women should be recognized and equally respected.

Men and women enjoy equal status, recognition and consideration.

Women and men enjoy:

- Equal conditions to realize their full potential and ambitions;
- Equal opportunities to participate in, contribute to, and benefit from society's resources and development;
- Equal freedoms and quality of life;
- Equal outcomes in all aspects of life.

7. GENDER EQUITY

The process of being fair to men and women – such as equitable allocation of resources and opportunities. Equity can be seen to be the means and gender equality is the end. Equity contributes to equality.

8. GENDER DISPARITY OR GAP

A specific difference or inequality between girls and boys, or men and women in relation to their conditions, or how they access or benefit from a resource (e.g. men's and women's access to health services, school drop-out rates of girls and boys).

9. GENDER STEREOTYPE

Gender stereotype is negative and biased awareness, attitude, and assessment of the characteristics, position, role and capacity of women and men. It includes a set of characteristics that a particular group assigns to women or men (e.g. domestic work does not belong to men's responsibilities). Gender stereotypes are often incorrect (do not reflect an individual's actual capacity) and usually limit what a person is permitted and expected to do by others in the society.

10. DISCRIMINATION AGAINST WOMEN

“Any distinction, exclusion or restriction made on the basis of sex which has the effect or purpose of impairing or nullifying the recognition, enjoyment or exercise by women, irrespective of their marital status, on a basis of equality of men and women, of human rights and fundamental freedoms in the political, economic, social, cultural, civil or any other field.”

Men and women are treated differently (restricted or excluded or violated) in the family, the workplace or society due gender stereotypes. For example, when a woman is not promoted to a leadership position (even when she has suitable qualifications and experience) because a society believes that only men can make important decisions.

11. GENDER DISCRIMINATION

Gender discrimination Indicates the act of restricting, excluding, not recognizing or not appreciating the role and position of men and women leading to gender inequality between men and women in all fields of social and family life.

12. GENDER BLIND

Unaware of gender concepts and the impact that they have on life experiences and outcomes for girls and boys, men and women.

13. GENDER SENSITIVE

Properly aware of the different needs, roles, responsibilities of men and women. Understands that these differences can result in difference for women and men in:

- Access to and control over resources;
- Level of participation in and benefit from resources and development

14. GENDER RESPONSIVE

Aware of gender concepts, disparities and their causes, and acts to address and overcome gender-based inequalities

15. GENDER TRANSFORMATIVE

Actively seeks to understand the underlying causes of gender inequalities and takes effective action to transform the unequal power relations between men and women, resulting in improved status of women and gender equality.

16. THE MAINSTREAM

The dominant set of ideas, values, beliefs and attitudes, relationships and practices within the mainstream of society. Includes all of society's main institutions (families, schools, government, mass organizations) which determines who is valued and how resources are allocated, who can do what, and who gets what in society. Ultimately, the mainstream affects the quality of life outcomes for all of society.

17. GENDER MAINSTREAMING

An approach or a strategy to achieving broad-based gender equality throughout society – by getting gender issues into the mainstream. Broadening of responsibility for achieving gender equality. Essentially involves acceptance by the mainstream of gender equality as a worthy goal, and acceptance of responsibility by the mainstream to actively address the gender issues relevant to them, their relationships and work, with the aim of achieving gender equality throughout society. Gender mainstreaming can be viewed as tool in achieving good governance because it seeks to ensure that the needs and priorities of all members of a society are considered and met, that all members of society participate and contribute to the process of governance, and that the benefits of development are distributed equitably amongst all members of society. Gender mainstreaming is not an end in itself – it is an ongoing approach to the way we think, relate with each other and do our work.

18. CONDITION AND POSITION

Condition refers to the material state in which men and women live (e.g. food, quality of health care and housing, etc.) Position refers to women's and men's political, social, economic and cultural standing in society (e.g. unequal representation in the political process, unequal ownership of land and property).

19. ACCESS TO RESOURCES

When a person has the use of a resource (access), but does not control it, and as such is not in a position to make certain decisions about how the resource is used (e.g. renting land to grow crops, or access to/ participate in political processes).

20. CONTROL OVER RESOURCES

When a person has the power to make decisions about the use of resource (e.g. use the land or when to sell it, control over which issues are discussed in political processes and what the final decisions are).

21. SEX-DISAGGREGATED DATA

Quantitative statistical information on the differences between men and women, boys and girls for a particular issue or in a specific area. Looking data for individuals and breaking it down by the sex of the individuals (e.g. data of life expectancy, school enrolment, smoking prevalence divided by men and women). Sex-disaggregated data shows us if there is a difference in a given situation for women and men, girls and boys, but it doesn't tell us why the difference exists.

22. GENDER ANALYSIS

Provides a deeper understanding of the situation for and between men and women, their constraints, needs, priorities, and interests. Gender analytical information (results of gender analysis) is essential in designing good policies – because it tells us why the differences exist – the causes. Gender analysis is an important part of policy analysis that identifies how public policies (or programs/projects) affect men and women differently.

Conducting gender analysis requires well-developed social and gender analytical skills and is usually carried out by appropriately trained and experienced social researchers/organizers or gender experts.

2. GBTI's Gender Mainstreaming Policy

2.1. Introduction

Gender Issues have been an integral concern of GBTI since its inception in 1995. The organization took a number of steps to ensure that all its projects/programmes were gender sensitive. These efforts ranged from setting up a sector "Gender and Social Sector Services" (GSSS) that aimed at ensuring gender concerns in its core programmes and projects to a decentralized mechanism by assigning Gender Integration responsibilities to individual Programme Managers/Officers.

Programme Officers were responsible to design women focused activities in their respective sectors. Women were provided with the capacity development opportunities alongside men that resulted in increased awareness and gender sensitivity. Focus on Women/Females Community Organization's (FCOs) formation accentuated the importance of addressing women's need, which the organization met in a best possible way. The Board and Management of GBTI always recognized that in order to promote Gender Equality within organization and its communities there is a need to document a Gender Mainstreaming Policy subsequently a strategy endorsed and owned by the board and management (at the head office and regional levels).

There have been efforts to finalize the gender policy. Guidelines for policy formulation were prepared under an initiative taken up by The Rural Support Programmes Network (RSPN) which was established on July 28th, 2000. RSPN initiated the idea of developing Gender Mainstreaming Policies/strategies for Rural Support Programmes. To facilitate the process of policy formulation, a workshop titled (RSP Gender Policy Guideline Workshop) was held on October 2000. During the workshop, policy formulation guidelines were developed and later on circulated to the management of RSPs for their consideration and was being implemented by all RSPs including GBTI.

Now it is the need of time to develop separate gender policy under the same guidelines which is required almost every donor and government as well.

3. GBTI's Vision of Gender Mainstreaming

Gender has been identified by GBTI as a crosscutting theme. This implies gender integration into policy planning, programming, implementation and evaluation of activities.

GBTI believes that its efforts to reduce poverty cannot achieve their full potential unless the organization addresses the constraints that limit the capabilities of men and women to improve their standard of living and quality of life. Key aspects of this are:

- 1) Recognizing and harnessing the full potential of rural men and women
- 2) Increasing their productive capacity
- 3) And reducing barriers limiting their participation in society.

GBTI acknowledges Gender Mainstreaming a means of consciously raising the visibility and support to women's contributions to poverty alleviation. This is different from assuming that women will benefit equally from gender- neutral development interventions.

4. The Guiding Principles

GBTI's policy on gender mainstreaming is guided by the following principles;

Gender Integration: GBTI realizes that addressing gender inequality as a crosscutting theme requires that women's views, perceptions, needs and aspirations shape the development agenda as much as those of men.

Diversity and Intersection: Gender equality requires recognition that every policy, programme and project affects women and men differently.

Partnership between men and women: Partnership between men and women is inevitable to enlarge choices. It involves working with men and women to bring about changes in attitudes, behavior, roles and responsibilities at home, in the workplaces, communities and the society at large.

Empowerment and Agency: Empowerment enables women and men to identify unequal power relations and unequal access to and control over resources and the implications of unequal power relations for a prosperous society. Empowerment begins with consciousness raising and leads to self-realization.

Gender Equality/Equity: an effort to promote sustainable humane development: Achieving gender equality does not mean that women become the same as men. Rather, it is a conscious effort to ensure that one's rights or opportunities do not depend on being male or female. GBTI is aware that its efforts and contributions to poverty reduction must be coupled with actions to eliminate gender inequalities in order to promote sustainable humane development.

5. Key assumptions

GBTI is committed to advocacy and action focused on the right to social protection, based on the assumption that the destitute and the vulnerable have

- The right to have their basic needs met,
- To be protected from hazardous working conditions,
- The right to a good education,
- The right to basic health needs,
- The right to earn a decent living,
- The right to decent shelter and the right to protection from physical and economic exploitation and violence.

6. The Goals and Objectives of GBTI's Gender Mainstreaming Policy

The Goal: The goal of GBTI's gender mainstreaming policy is to support the achievement of humane governance in order to reduce poverty and ensure sustainable humane development.

Objectives:

- To integrate gender equality concerns into policies, planning, programming, implementation and evaluation of activities in all areas.
- To develop institutional mechanisms (organizational structures, culture) and sector specific strategies to carry forward the gender integration process.
- To establish linkages with other RSP's, and governmental and non- governmental organizations striving to achieve gender equality.

Conclusion: GBTI's Gender Mainstreaming Policy is based on the institutional and programmatic priorities of the organization. This is in line with the national and international commitment of the Government of Pakistan to reduce poverty and attain gender equality.

7. Human Resource Policy in respect of gender

GBTI has successfully demonstrated its ability to grow and maintain high standards of performance. This has been possible due to sound HR practices and some key written policies and procedures such as the GBTI Employees Service Rules, Personnel and Administration Manual, Gender Mainstreaming Policy, etc. GBTI's HR policy is a gender sensitive policy based on the following principles:

Equal opportunity: GBTI provides equal opportunities to men and women and for this purpose such rules and procedures have been proposed that enable both men and women to show their potential. In some areas where women mobility is restricted or literacy levels are low or they face any constraints that hinder their performance, the GBTI management is allowed to relax rules as compared to those applicable to men to bring women at par with men.

Transparency: Though certain levels of supervisory staff enjoy authority over the others, all decisions are documented and the basis of decisions is generally known to all GBTI employees.

Flexibility to meet diverse requirements of the program: GBTI's operations cover diverse areas, population, casts and languages; hence the procedures may not be the same across all regions.

Continuous capacity building: The driving force of any organization is its people. Therefore, GBTI is committed to build opportunities and pursuit life-long learning for its all employees without any discrimination that gives the capacity to move forward to achieve its mission and sustain its existence.

Rewarding exceptional performers, innovators and role models for inspiring other staff to increase programme effectiveness, improve efficiency or mobilize financial resources.

Zero tolerance for corruption and sexual harassment: GBTI requires all of its employees to abstain/refrain from corruption and any sort of harassment of employees in the workplace based on a characteristic protected by law, such as sex, race, color, ethnicity, caste, ancestry, religion, age, disability or marital status and a violation of Pakistan laws. Such allegations will not be tolerated. Where it is determined that inappropriate conduct has occurred, GBTI acts promptly to eliminate the conduct and impose corrective action as necessary up to and including termination of employees responsible for such acts.

Equal opportunity, special consideration for women and people with Disability: GBTI is an equal opportunity employer. GBTI is committed to recruit and select most competent and qualified persons. Recruitment and selection shall be made executed in a manner that ensures, open competition, and strictly discourage all sorts of discriminations on the basis of sex, creed, religion, and disability. The CEO is authorized to relax rules for the selection for a disadvantaged group for a specific category of employees. For example, in a remote area where master degree's holder women social organizer may not be available, the CEO is authorized to approve the appointment of lower qualified women candidates or disabled.

GBTI believes that all employees are entitled to a **workplace free of harassment** and expects employees to treat each other and our customers with courtesy and respect. Conduct which violates this policy includes, but is not limited to foul language, dirty jokes or comments

pertaining to race, religion, sex, gender identify, color, national origin, age, or disability, regardless of whether the conduct was intended or not intended to offend or intimidate.

The code of conduct for protection against sexual harassment has been adapted by GBTI in accordance with '**Protection against Harassment of Women at the Workplace Act 2010**', approved by the Government of Pakistan. The Act is for all employees, women and men, and puts the responsibility of cleaning the menace of sexual harassment from the organizational environment on the shoulders of the management. GBTI encourages the enforcement of this Law to improve the productivity of its employees, and transform organizational culture and significantly improve its employees' level of job satisfaction. This section has been developed to provide the detailed conceptual framework for guideline purposes.

Sexual Harassment: The behavior is described as *any unwelcome sexual advance, request for sexual favors or other verbal or written communication or physical conduct of a sexual nature or sexually demeaning attitudes, causing interference with work performance or creating an intimidating, hostile or offensive work environment, or the attempt to punish the complainant for refusal to comply to such a request or is made a condition for employment*, is unacceptable behavior in the workplace, including any interaction or situation that is linked to official work or official activity outside the office. It constitutes a violation of this Code.

Responsibilities of the GBTI Management: According to GBTI's HR policy the Management is responsible to follow this Code in letter and spirit to ensure that each complaint of sexual harassment is addressed responsibly. The management should be impartial in the process and will facilitate a just and fair inquiry without retaliation. The management will not victimize the complainant or the witnesses in the case and follow the given steps;

a. Establishing an Inquiry Committee: The inquiry committee is consisted of following three persons;

1. Chief Executive Officer
2. General Manager
3. PO/SPO (woman)

b. Awareness Raising and Education of the Employees regarding this Issue: The management has to display copies of the Code in English as well as in Urdu language. Moreover, special sessions have been incorporated regarding "Gender Mainstreaming" in Employees trainings.

c. Informal/Formal Procedure of Complaint: All sub-steps like mediation, confidentiality, working, findings and recommendations are being followed in the light of sensitivity and guidance given in GBTI-HR Policy.

Maternity Provision in Health Insurance: GBTI provides medical benefits and services to its Core employees, Credit Employees and Project employees, who are entitled for the medical benefits as per their contracts/agreements including maternity expenses with leave.