

**A
ATEP
AHEAD
TOWARDS
GENDER EQUITY
AND GENDER JUSTICE
GENDER POLICY OF CCD**

Drafted by: Dr,P.K.Jose

CENTER FOR COMMUNITY DEVELOPMENT (CCD)

Pathapatnam Road, Near Check Post

Paralakhemundi – 761200

Gajapati District

ORISSA

INDIA

CONTENTS

Sl.No	Contents	Page No
1.	INTRODUCTION	2
2	PROCESS INITIATED	2
3	CCD'S PERSPECTIVE ONGENDER AND DEVELOPMENT	3
4	SCOPE OF GENDER POLICY ATGENDER AND DEVELOPMENT	3
4.1	ORGANISATION	4
	a. Recruitment	5
	b. Appointment	5
	C. Working Environment	6
4.2	TARGET CONSTITUENCY	8
4.3	PROGRAMMES	9
5	IMPLEMENENTATION OF GENDER POLICY	11
5.1	Gender fund	11
6	MONITORING AND EVALUATION	12
6.1.	Gender Focal Group	12
6.2	Gender Audit	13
6.3	Documentation	14
7	CONCLUSION	14

1. INTRODUCTION

CCD has been playing a pivotal role in the socio economic development of the tribal and Dalit population of Gajapati District since more than a decade. The mass support from the target constituency, wider popularity in the entire district, acceptance by the civil society, immense recognition by the government/non-government /Donor agencies and the NGO network members is no doubt have paved the way to its credibility beyond leaps and bounds. True to the spirit of its vision and mission, CCD has been striving for an alternative and self reliant society which ensures dignified living for all the people especially for woman. Thus it has become all the more a more responsibility on the part of CCD to formulate a gender policy and practice it and making it a replicable modal for all other agencies. Further it is an affirmation of its commitment together with the national and international government and organization to promote gender equity and gender justice.

2. THE PROCESS INITIATED

CCD has been aspiring to achieve gender equity by integration gender perspective within the organization, its target constituency and in all its various socio economic development programmers for the vulnerable population especially for woman. However absence of a well formulated and written gender policy was making the process of implementation inefficacious and causing difficult for periodic evolution and impact assessment. Hence CCD has been contemplating on formulating a gender policy to act as a guiding force in its process of integrating gender perspective in all its sphere of activities. Thus since 3 years it was on a special mission in the formulation of such a policy involving all the stake holders concerned by initiating a conscious and consistent process to evolve a policy which would facilitate its efforts to reconstruct the present society with a gender equity base.

The following steps initiated have facilitated in the formulation of the present gender policy:

- Gender sensitization workshops for the entire staff of CCD
- Gender and development training for the chief coordinators
- Gender sensitization camps for the community leaders

- Discussion with various funding agencies
- Consultations with gender and development Experts/consultants.

3. CCD's PERSPECTIVE ON GENDER AND DEVELOPMENT

CCD recognizes prevalence of all pervasive gender discrimination in various spheres with regard to rights, access and opportunities and the existence of violence and atrocities in the most inhuman and barbaric forms committed against woman through an established order. The female babies are exterminated even before they gain the glimpse of this beautiful world. "Millions of girls are missing"!!!! Such a demonic and gargantuan phenomena had been perpetuated since time immemorial by various institutions such as patriarchy, religion, family, education and various sectoral programmes and policies. CCD also realizes the negative impact and influences of various international policies such as Structural Adjustment programme, Globalization, Privatization, Liberalization and many other national policies, on woman especially on the unorganized sector who is eking out a scanty living in the rural/tribal, but submerged in the culture of silence.

The gender policy initiatives by CCD is an attempt to bid adieu to the domain of past approach that woman development can be achieved by enhancing their income or by targeting them for various development programmes and/ or by the reversal of roles performed by man and woman. CCD believes that gender and development should crystallize and culminate in effecting a change in the present 'status' of woman, increasing their choices to participation, decision making, access to, control over and ownership of assets and resources. Without addressing the strategic gender interest, attempt to fulfill the practical gender needs would be abortive. CCD is an ardent believer that gender equity and justice can only be achieved by an orchestrated effort of both men and woman; it is building up alliance than avoiding gender inequalities harm extensively the well-being and hinder development and resulting in only a lopsided development. Gender and development is more of 'humanistic' than aspiration. CCD recognizes that woman rights as human rights.

4. SCOPE OF GENDER POLICY AT DIFFERENT LEVELS

The scope of gender-policy for CCD is not circumscribed in the ambit of woman personnel alone but it extends and permeates to multiple levels such as vision and mission, goals

and objectives, structures, process, personnel need assessment, planning, projects and activities executing, monitoring, evaluation and impact assessment .

In this policy document all these individual levels are brought under three major domains viz., organization, target constituency and programmes.

4.1. ORAGANISATION

Woman empowerment has been a policy goal in CCD from its inception and which is being cherished on a continuous basis. The core guiding principles which constitute the gender policy, based on its vision, mission and objectives aspirations and commitments are enlisted below:

- ❖ In consonance with its stated vision CCD it shall aspire for on alternative society in which gender equity and justice are inseparable and integral constituents.
- ❖ The mission statement of CCD ensures a process committed to encouraging and facilitating equitable distribution of power in society on personal, economic and political levels. It implies increase in choices and enhancing of woman's control over their lives both individually and collectively and their participation and influence in institutional decision making. CCD will seek all possible ways and means to mainstream policies and programmes to support woman empowerment and to bring gender equity.
- ❖ A Conscious and consistent effort would be initiated to create gender sensitivity within the organization.
- ❖ CCD shall crusade for the initiation of various legislations to protect the interest of woman through lobbying and advocacy.
- ❖ CCD shall achieve gender balance in governing body and general body. There will be at least 30% representation both in general body and governing body with managerial and decision making powers shared both by male and female members.
- ❖ It shall invest conscious effort to sensitize both the Bodies on Gender and Development through on going discussions and workshops.
- ❖ It shall nurture and practice pro gender language in speaking and writing such as using 'his/her' , 'humankind' instead of mankind etc.

- ❖ It shall be questioning and violence perpetuated by various institutions such as patriarchy, religion and various service sectors.

Gender policies related to personnel

4.1.a. Recruitment

- CCD shall vouch for equal opportunity for all the prospective male and female candidates in the recruitments.
- It shall ensure that the information and publicity about the vacancies arising time to time reach the woman candidates, particularly.
- There shall be proportional representation in the interview board.
- CCD shall try maintain gender equity in personnel appointment with at least 30% of the staff constituted of the staff constituted of woman.
- No discrimination against woman shall be made at the time of selection on the basis of sex, religion, caste or sect. No woman staff shall be barred from selection even if they are expecting mother or in the status of divorcee widow or destitute.

4.1. b. Appointment

- There shall be appointment letters depicting clearly the roles and responsibilities of staff, leaving no room for ambiguity or future roles and exploitation by extracting excess works.
- Gender sensitive and experienced lady staff shall be in charge of the induction of the new woman entrant.
- While allocating responsibility CCD shall take proper care so that woman are not confined only to the secretarial or menial jobs but adequately represented at the managerial and decision making levels.
- The allocation of roles and responsibilities shall not be based on the traditional bias on the role of woman (such as woman staffs are good for health [programme and Self Help Groups promotion etc.)
- Conducive working condition shall be provided both at the office and field, giving special consideration to woman staff, in the given background of their family situation.

- Part time working for woman staff shall be allowed taking in to account of individual specific situation.

4.1. c. working environment

- ❖ The working environment both at the office and the field would be conducive to foster mutual respect and gender sensitivity.
- ❖ All possible measures would be adopted by CCD to ensure safety and security to woman personnel.
- ❖ All the woman staff will be have easy access to the gender focal group and grievance or Atrocity Cell.
- ❖ Adequate measures shall be taken against the exploitation of woman. Any male staff committing atrocities on woman staff will be penalized in the appropriate way and will not be allowed to escape scot-free because of being a male or senior staff or an influential person in the organization. Whenever required shelter will be taken in the court of law.
- ❖ Gender friendly working atmosphere and working hours both at the office and at the field will be provided.
- ❖ Separate toilet and bathroom facilities both at the office and field centers would be provided to the woman staff.
- ❖ Children shall be allowed at the place and whenever required arrangements such as care takers, crèche or any other accompaniment services will be made for a stress free and conducive working climate.

4.1. d. Remuneration and Benefit Package

- ❖ While fixing the remuneration package CCD shall take care to see that woman are paid at par with men for the same work.
- ❖ There shall be equal opportunity to avail all the facilities and benefits with out any gender discrimination.
- ❖ Three months paid maternity leave shall be made available to the woman staff even if she is in probation.
- ❖ 10 days paid leave for marriage shall be available to all the staff including woman staff who have completed one year of service, including the period of probation.

- ❖ Depending upon the availability of funds within the organization financial assistance may also be provided to woman staff who are economically weak.
- ❖ There shall also be paternity leave with pay of one week in case of normal delivery and one month in case of LSCS.
- ❖ Education benefit shall be provided for the girl children of all the staff up to 2 girl children and with the two-children-norm.
- ❖ Special benefits to widow and destitute and differently abled shall be provided based on the economic condition.
- ❖ All the staff without discrimination shall be covered under Health/Life insurance schemes
- ❖ Woman staff shall specially be encouraged and assisted to create assets in their name such as land, house or other movable and immovable properties with the accrued PF/staff welfare fund, with the consent of the particular staff.
- ❖ In exigent situation the medical expenses incurred due to hospitalization during serious illness shall be reimbursed.
- ❖ Family counseling and gender sensitization camps shall be organized to mainstream the husbands, brothers, fathers of the ladies staff to harness support to their work and lessening the burden of reproductive and domestic works.
- ❖ Without any gender discrimination, woman staff will have access to all the resources available within the organization such as infrastructure, vehicles, Audio visual and other electronic equipments and training materials.
- ❖ There shall be periodic individual specific need assessment of all the staff to decide upon the type of training and exposure required to effectively execute the responsibilities entrusted to them.
- ❖ All the staff without discrimination shall have equal opportunity to avail periodic need based trainings.
- ❖ All the staff who attend various training programmes shall be made accountable to disseminate the new learnings to the remaining staff particularly to woman staff and the woman population in the village.
- ❖ There shall be periodic performance appraisal followed by promotion, enhancement of remuneration or other incentives without any gender discrimination.

4.2. TARGET CONSTITUENCY

- In the selection of the target group there shall not be any discrimination and woman population shall necessarily constitute 50% of the target group of CCD.
- The need assessment at the target constituency level will take care of the existing diversity among woman themselves in terms of class, caste, religion and ethnicity besides their different needs and problems.
- While fixing the operational area, CCD shall see that priority is given to the areas where woman are backward.
- Separate organizations for woman at different levels will be promoted and as and when required men and woman organizations will be conglomerated. Support to woman organization would continued on a term basis.
- In all mixed organizations at the village level (eg: CBOs) or the regional or apex level (eg: federation) proportional representation will be ensure.
- All possible steps would be initiated for the promotion and strengthening of woman movements and networking at various to enhance their bargaining power.
- Participation of woman in planning at all stages shall be encouraged and ensured.
- The woman representatives of various woman organizations and PRI will be given special attention and various possible means will be adopted to enhance their leadership qualities and governance.
- Girl children, divorcee, destitute, differently abled and other weaker section shall be given special focus and all the requisite support services will be streamlined to ensure their socio, economic, and political empowerment.
- Massive education and sensitization through various methods will be conducted to enhance the gender justice and gender equity in its operational village.
- In all the public gatherings, meeting, training etc. conducive atmosphere shall be created, giving more space and time for a woman to be present and actively participate in the deliberations.
- CCD will ensure that woman enjoy the right to work without discrimination on the basis of gender bias and equal pay for equal work.

- It shall promote efforts for equal access to available resources, joint ownership of land and inheritance rights for woman.
- It shall under take measures to rectify the onslaught of structural adjustment programmes which decreased the access of woman to Health, education and other social security measures with out compromise on the quality of the services.
- It shall ensure that the commercialization of agriculture does not pen drive the woman of their livelihood and control over resources.
- CCD shall take efficacious endeavors to persuade the community to give the customs, rituals, taboos and practices which tend to marginalize woman.
- Indigenous knowledge will be protected, nurtured and ample opportunities will be provided for its practice, preventing the erosion and waning, due to mainstream and modern development.
- Efforts shall be initiated to prevent violence against woman and adequate rescue measures shall be undertaken for the victims of violence ensuring timely justice.
- Adequate opportunities would be created through training and exposure for woman to acquire awareness and knowledge on the legal rights, legal aids and court process.

4.3. PROGRAMME

- All the project and programmes shall be geared a change in the status of woman in terms of increased choice to participation, decision making, ownership of assets, control over resources, equal access to various facilities and opportunities and not merely focusing one economic growth.
- It shall be promoting gender equity and gender justice-value-base, in its all its programmes and various sphere of activities at different.
- Pragarmmes will be designed to address the practical gender needs anticipating and making a space for meeting the strategic gender interests.
- It shall strive to mainstream gender and participatory process in the information gathering, analysis and the search for solution at each stage of the project cycle.
- Gender sensitization activities will be conducted for both men and woman separately and together, making men to recognize the reproductive and productive works performed by woman and the responsibility of men to share these works

giving more space and time to woman to participate in the productive activities and political process.

- Legal awareness camps on woman's rights and legal protection from various forms of discrimination, violence and atrocities shall be held periodically.
- It shall be striving to minimize the division of work based on the bias, beliefs and tradition at the time of project implementation.
- While programmes are target to woman the extra work load and the scope in the enhancement in the social status of woman will be taken into account and alternative arrangements will be ensured for the active participation of woman in all the deliberations and enjoyment of the benefits from the programmes.
- It shall be formulating special focus programmes exclusively for woman and it consultation with them in order to establish development equilibrium.
- Gender analysis will be an integral part in all the planning, budgeting and all other decision making process.
- In all its project implementation, wherever human labour is involved it shall practice the policy of equal and minimum wage with out discrimination on the basis of gender.
- The tangible and intangible benefits such as cash, product, assets and recognition shall be distributed equally and equitably, ensuring the access to and control over these resources by woman.
- It shall ensure equal allocation and distribution of funds and other resources for woman at the time of planning, budgeting and implementation.
- It shall ensure mechanisms in place to be accountable to the poor in general and woman in particular by formulating sensitive indicators for monitoring and evaluating the qualitative and quantitative aspects of gender and development.
- It shall also identify indicators for self evaluation on the part of woman's groups.
- All the needed steps shall be initiated to ensure that the structure of communication and information flow is accessible to woman.
- It shall not take up any program that perpetuates gender-injustice or with the bias that "women are less cable then men"
- CCD shall endeavor to link the community with Govt.programmes and polices related to woman development.

- Regular immunization and health checkup camps would be organized for the mothers and children with special focus on girl children.
- Atrocities both visible and invisible on woman shall be identified and appropriate steps would be taken for its elimination.
- Lobbying, campaigning and advocacy activities on the issues of woman shall be continued on a regular basis.
- CCD shall be striving to crest alliance with other woman group, networks and various commissions on woman both national and international to bring visibility and recognition to the woman group.

5. IMPLEMENTATION OF GENDER POLICY

It is a matter of great pride to CCD that many of the above mentioned policies being implemented and others are in the process. However financial resource is a prerequisite ensure the total and timely implementation of all the policies with out any impediments. To is contemplating on the creation of a gender Fund.

5.1. GENDER FUND

It is an exclusive, inbuilt fund to promote gender and development through the implementation of gender policies. Gender fund will be mobilized from various sources as mentioned below:

- Contribution from the General Fund of CCD
- Contribution from all the Staff
- Penalty proceeds from the culprits/accused of gender atrocity
- Service charges from the victims wherever applicable and reasonable for the legal expenses.
- From the donor agencies by keeping a separate provision in very project to the contribution of gender fund.

Gender Funds will be utilized for the following purposes:

- Conducting on going gender sensitization at different level for different stake holders.
- Providing legal awareness on woman's rights and legal protection.
- Lobbying campaigning and advocacy on gender related issues and for mainstreaming policies in favour of woman development.
- To provide extra benefits to woman staff, working mothers and girl children.
- To Create Additional infrastructures for gender friendly working atmosphere.
- To conduct gender Audit and impact Assessment.

6. MONITORING AND EVALUTATION

There will be regular monitoring and periodic evaluation on the implementation status of the gender policies. These activities would be undertaken with help of a gender Focal group and annual gender Audit.

6.1. GENDER FOCAL DROUP (GFG) (For the community and personnel)

The GFG shall be a 3 member commission exclusively focusing on the gender and development aspects in all the three levels of organization, target constituency and programmes. It will be represented by 2 female and one male from the governing Body and/or from the senior staff members based on their awareness and experience gained from advanced gender trainings and exposures.

(In due course a woman's Atrocity cell in compliance with the promulgation by the Supreme Court will be constituted when there are more than 20 ladies staff. The roles of GFG and Atrocity cell will be mutually supplementing and complementing)

The various responsibilities of GFG is as follows:

- *Regular monitoring*

The prime role of the gender focal group shall be to conduct monitoring on a regular basis and to review the existing policies in the light of the changed social, political and economic scenario to reduce the gap between the formulation and implementation of gender policy.

- Looking in to the grievances lodged from time to time and redress.
- Looking in to specific concerns and problems of ladies Staff
- Ensure on going gender sensitization at all level on a continuous basis.
- Checking gender discrimination in any form at any stage or level, against the spirit of the gender policy.
- Job performance appraisal especially of the woman Staff
- Providing legal protection measures to the victims of gender violence, atrocity and discrimination.
- Support the atrocity cell as and when required
- Creating alliance with other woman group, network and various commissions on woman both national and international to bring visibility and recognition to the woman groups.
- Lobbying, campaigning and advocacy for the cause of woman ensuring their rightful place as dignified human beings.

6.2 GENDER AUDIT

Assessment on the status of the implementation of the gender policy will be conducted once in a year. The impact assessment will be conduct once in 5 years. This measure would ensure the obtaining of data on the quantitative output and qualitative performance. Gender Audit and impact assessment will be conducted by an external gender and development expert. Terms of reference will be prepared for this purpose in consultation with all the stake holders.

6.3. DOCUMENTATION

Various processes events and incidents involved during the implementation of the gender policy will be documented in print and electronic media. These reports would be shared with the target constituency, staff, donor agencies, government and non-government organizations and media.

7. CONCLUSION

The formulation and the enactment of gender policy by CCD is indeed leap ahead in achieving its long cherished vision of a society which promote gender justice and gender equity. It is a yeoman task indeed because of the various challenges inherent in the whole process. Conflicting situations are bound to occur and inevitable. Hence such an ambitious goal cannot be achieved in isolation. There has to be a concerted effort of all the actors and stakeholders concerned for the realization of these policies in to a reality, the ripples of which will be spread far and wide creating a wider impact in the larger society.
