

Gender Policy



Chandradip Development Society
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OVERVIEW OF Chandradip Development Society

INTRODUCTION

Chandradip Development Society (CDS) is a Non Government and not –for profit Organization in established 1 June 1999 by a group of dedicated youths and local philanthropist for socio- economic (EC) of Chandradip Development Society elected by the general body works actively for setting up standards and reviewing the overall policy guidelines of the Organization . The Director remains responsible for overall implementation of the CDS program and activities.

VISION

To ensure a sustainable development through a gender balance society .

MISSION

To achieve a positive change & sustainable development in the community life style that is socially just, environmentally perfect & really democratic.

STRATEGY

CDS' strategy to realize its vision of Bangladeshi society centers on mainstreaming gender equality and women's rights issues. CDS recognizes that, in a country such as Bangladesh, this level of profound social change cannot be achieved slowly, nor in isolation from the many social and governmental actors impacting on gender relations. CDS therefore focuses on a strategy that seeks to reach all the way down to individual activists working at the roots of communities, through district-level NGOs and networks and up to inform and influence national level policy makers.

We seek to do this through a three-pronged strategy:

- a) We work through our local partners.
 - Local network's member organizations.
 - Local support groups (social entrepreneurs, women activists, student volunteers)

- b) We work through groups of facilitators
 - Local Trainers' Group (LTG)
 - National Trainers' Core Group (NTCG)
 - Development interns
 - Young professional media group

- c) We work with like-minded national and international institutions.
 - Non government organizations
 - Government's ministries
 - Bilateral projects
 - International Organizations

VALUES

- Believe in the equality of men and women
- Committed to practice gender sensitivity within and outside the organization.
- Positive attitudes towards female staffs.
- Respect to each other irrespective of organizational position, class, sex, religion etc.
- Consider the problem of individual as the problem of the organization.
- Have trust towards human potentiality and capability, specially in women agency.
- Have respect on collective initiative and team spirit.
- Enhance the process of learning

OBJECTIVES OF CDS' GENDER POLICY

1. To integrate gender-sensitive processes in all policies, program and ensure the proper implementation of policies for gender sensitive outcomes.
2. To create gender friendly environment favorable for women and men to work on equal terms.
3. To institutionalize gender and gender related issues in the organization.
4. To practice gender sensitive values and principles within the organization and network's partner organizations.
5. To promote women's participation in policy and decision making process of the organization.
6. To strengthen the existing mechanism of assessing the impact of the policy and staff performance from gender perspective.

GENDER EQUALITY MANDATE

Chandradip Development Society have formally institutionalized the following gender-equity commitments:

- i. To create gender-sensitivity and commitment to gender equity throughout the organization. Equity includes equality of opportunity in areas such as employment, education, training, availability of positions of authority.
- ii. To increase the skills and capabilities of all CDSs' staff and its networks' partners to undertake gender sensitive programs and projects.
- iii. To develop a common understanding of gender issues, approaches and expectations within CSDs and its networks' partners.
- iv. To share and exchange gender-related information and experience amongst the staff of CDSs.
- v. To achieve gender equity within the organization: including Executive Committee (EC), staff and decision-making processes.
- vi. To establish concrete tools and guidelines which can be adapted to all aspects of CDS programming.

GENDER POLICY RATIONALE OF CDS DEVELOPMENT SOCIETY

BACKGROUND

Chandradip is the beta version of Chandradip¹, which was the old name of ancient Barisal region & was the focal point surrounded by a few small islands. To ensure all kinds of possible development for the poverty stricken simple illiterate mass belong to this greater region, Chandradip Development Society has been established in 1999 with organizational motto "**We Ensure Development for All**". The organization has been formed as a community based non-profitable, non-political & non-government voluntary organization. It is registered with Social Welfare Directorate, Ngo Bureau, and Youth Development Directorate & Women Affairs Bureau. Though initially Chandradip Development Society was setup to assist women empowerment improving their socio economic status, at present Chandradip is conducting the activities like income generating, safe water supply & sanitation, legal aid awareness & support, education, strengthening local governance, health rights, environment preservation & disaster management, AIDS prevention, health & nutrition of pregnancy mother & child etc. All the activities are conducted according to its approved constitution. The organization is liable to its stakeholders, community member & Executive Committee as well as General Committee.

CHANDRADIP is working with the disadvantaged poor for their empowerment through improving their situation by attaining self-reliance. It always tries to address the emerging needs of the working communities and collaborates with various local, national and international NGOs and government departments in realizing their common goal of social development. Since inception, **CHANDRADIP** is working on different development aspects spreading almost all over the Barisal District region. CHANDRADIP implement its activities systematically in a planned way by consulting the community people and other development partners.

The **Chandradip Development Society** is a non-government organization which started its journey in 1999 with a project of Rabobank Foundation, The Netherlands on IGAs. It became a legal entity under Society's Registration Act, in 1981, with the Department of Social Services in 2000 and with the NGO Affairs Bureau, Bangladesh. CHANDRADIP is established with a **vision** " *To establish a sustainable development ensuring equal community participation* ". **Mission** is to " *To ensure a hygienic & balanced environment for the safe growth of new generation* ".

RATIONALE

As Chandradip Development Society's vision, mission and commitment is to promote and protect women human rights, establish good governance and social justice, it is mandatory for CDS to have a gender policy and strategy to ensure better integration of gender issues in its policies, strategies and activities.

CDS believes that gender equity is essential to a balanced evolution of humankind. CSD recognizes the importance of social and economic role of women and the necessity of their equal participation with men in pursuit of sustainable development. CDS believes that women's full and meaningful participation in development is restricted by cultural, economic and institutional barriers, which in many instances effectively place women in a subordinate position to men.

CDS understands that gender is not a synonym for women, rather a consideration of both women and men and their interdependent relationships. Gender roles are affected by age,

class, ethnicity, religion and ideology and by geographical, economical and political situations. Therefore it is very important to support the organizations that build up women's capacity, self-confidence and credibility as equal partners with men through their full participation as both agents and equal partners in determining and directing their own development.

POLICY IMPLEMENTATION STRATEGIES

Chandradip Development Society intends to achieve the objectives of the gender policy through the following implementation strategies:

- a) To review the organization from gender perspective
 - review existing organizational policies
 - identify the gender gaps in the policies
 - Incorporate the gender review findings into the policies.
 - Ensure the practice of restructured policies.

- b) To assess the human resource from gender perspective through
 - Individual staff assessment using questionnaire, interviews, counseling.
 - To identify gender-biased attitudes and develop gender sensitive attitudes through team wise discussion.

- c) To develop gender sensitive human resource through
 - Orientation/training on gender concept
 - Introduce gender policy of the organization
 - Create learning and sharing environment within the organization for practicing gender policy.

- d) To address women's practical needs and strategic interests through different measures.

- e) To analyze all initiatives and programs of the organization from gender perspectives.

AREAS OF MEASURES FOR POLICY IMPLEMENTATION

ORGANIZATIONAL POLICIES

- To review and restructure constitution of the organization from gender perspectives.
- To allocate necessary resource for implementation of gender policies
- To review and improve the human resource policy and financial policy from gender perspective.
- To incorporate gender issues to the organizational policies:
 - Maternity leave
 - Paternity leave
 - Women participation at policy level
 - Ensure women friendly working environment
 - Ensure punishment in case of sexual and other harassment against women.
 - Ensure flexible measures for women staff

ORGANIZATIONAL STRUCTURE

- To ensure women's active participation in all decision making committees of the organizations and give value to their opinions.
- To distribute the responsibilities considering equality and equity among female and male staff.
- To ensure management's sincerity regarding women's active participation at all level of the organization.
- The organization has to increase women's participation in different activities as well as provide assistance to a female staff (as per her needs) considering her reproductive role.
- Establish a gender focal point within the organization and ensure a supportive environment for them at operational level.
- Focal point will organize regular basis sharing meeting with all staff to strengthen the engendering process in the organization.
- Disseminate and promote the above activities as examples of good organization practice on gender mainstreaming to all partner organizations.

HUMAN RESOURCE MANAGEMENT

- **Staff Recruitment:** The organization will take different steps to give priority to the women in the field of staff recruitment to increase the number of women staff. With this end in view the organization will:
 1. Give priority to the women candidate in case of similar educational qualification and experience.

2. Consider the existing social perspective and make the selection score 100 for men and 90 for women when both have equal educational qualification and experience.
 3. Constitute recruitment committee with equal number of men and women.
 4. Consider gender sensitivity as an important criterion in the viva and written test for selection of new staff (at all levels).
 5. The capacity to mainstream gender equality, judged through knowledge of concepts and processes, as well as examples of experience of these, is a basic recruitment requirement for all staff.
- **Promotion:** The organization will encourage the promotion of more women to senior positions. CDS will relax the qualifications and work experience for women candidates in senior positions for the time being, when both men and women have equal educational qualification and experience.
 - **Staff Development:** To encourage and promote female staff in the organizations CDS will take different affirmative action. Actions are as follows:
 1. Give priority to female staff in the staff development process.
 2. Organize training in management, leadership, communication etc. and give priority to female staff in the allocation of training.
 3. Organize gender training for all staff so that they become efficient to consider gender issues in program implementation strategy/mechanism.
 4. Start learning process in the organization
 5. Establish and enable staff development and environment especially for female staff, ensuring that the USCCB is a model of good practice. Enlarge the jobs of female staff members so that they include elements of leadership of opportunity for growth and innovation.
 6. Special initiatives will be taken to develop and foster growth of women staff, including provision of, when necessary, counseling of female staff members facing abuse/ violence at home as well as confidential grievance procedures for female staff facing abuse /sexual infringement in the working place.
 7. Gender awareness training for staff will be under taken with emphasis on building sensitivity to women's needs and issues and developing abilities to address women's special needs.
 8. Staff participation in gender training will be prioritized and all projects and programs should have annual training targets for improving gender sensitivity and building competence in gender analysis.
 9. Regular gender sensitivity workshops are held to maintain and reinforce of the adoption of the equality between women and men as a core value as well as to identify and address conflicts and problems arising out of resistance at different points of levels.
 10. Organization introduces a good performance reward in the field of gender.
 11. Strengthen the capacity of female staff to influence peers through development of their negotiation, advocacy, public speaking and other skills.

12. Develop indicators for staff performance with regard to adherence to gender policy.
13. Welcome any innovative ideas and practices which promote gender equality.

- **TRANSFER**

1. The organization will consider the place of residence of parents/ spouse and education of children of the female staff at the time of transfer.
2. The organization will consider the situation of female staff at the time of pregnancy and the early stage of childbirth.

- **LEAVE BENEFITS:** The procedures and allowances for earn leave, medical leave, casual leaves are the same for both male and female staff except maternity and paternity leave.

- Maternity Leave** : Every female staff is entitled to receive 120 days maternity leave with full payment

- Paternity Leave:** Every male staff is entitled to receive a 10 days paternity leave with full payment to encourage shared childcare responsibilities.

- The employees are entitled to maternity and paternity leave only in two occasions during her/his total service period.

- The female staff are allowed flexibility towards pregnancy, postpartum and lactation period.

- **DISMISSAL:** Male staff will be immediately dismissed and subjected to legal action if it is proved that he physically or mentally harassed a female staff member.

- **TRAVELLING**

- Priority will be given to the female staff using the office vehicle, if necessary.

- Female staff will be allowed bus tickets for two seats if they feel necessary for long journey.

- The organization will consider the risk in long journey for female staff during pregnancy period.

- The organization will not assign field tour responsibilities to female staff for two years of child birth.

MONITORING, EVALUATION AND REPORTING

1. Develop the monitoring and evaluation system, ensuring inclusion of gender tools and indicators.
2. Develop gender-sensitive indicators for measuring the participation, changes and development of women and men in relation to women's empowerment.
3. Ensure gender disaggregated data is included in every report.

FINANCIAL MANAGEMENT

1. The annual budget of the organization makes funds available for the implementation of the gender policy. Without resources, no progress can be made.
2. The organization should create space in the financial management to resolve the gender conflicts on time.

For example to resolve the gender conflict in the project / organizational level (such as violence against women, reduce early marriage, legal aid support, extra/ alternative human resources) sometimes these require extra interventions and funds which was absent in the project.

GENDER POLICY IN PROGRAM/PROJECTS

1. Gender issues have been considered in each projects/program including the impact on gender roles and relations and this is clearly visible in the project documentation.
2. Ensure gender analysis skills of the team member in the project selection/designing stage.
3. Ensure opportunities and develop systems to implement the gender policy of the organization with regard to programming, human resource management and administration/finance among partners.
4. Project goals should seek to contribute towards the empowerment of women.
5. The goal and objectives of the program / project should seek to promote gender equity
6. Ensure a special focus on the needs of girl children and women in designing, implementing, monitoring and evaluation in order to ensure equal access and opportunities and reduce discrimination and abuse.
7. Understand the intent of the gender policy and other gender equity initiatives of the partner organizations.
8. Women should be consulted equally with men during the formulation process, especially with partners.
9. Projects and programs should identify and incorporate gender disaggregated data.
10. Partner NGOs have knowledge and experience of gender mainstreaming.

Program /Project Implementation

CDS will take the initiatives and provide technical support to the partner organizations to develop gender sensitive different organizational policies (Organizational Management Policy, Human Resource Development Policy, Financial Management Policy & Gender Policy to strengthen engendering process in the program and projects. CDS will ensure continuous process in the partner organization for implementation & monitoring of the policies.

1. Establish an enabling staff development environment, especially for female staff including leadership training and positively discriminatory access to opportunities.

2. Promote and develop competencies for gender mainstreaming in all program and partner organizations.
3. Publicize best practices of gender equality in programming and institutional context
4. All the documents and report should report on gender equality impact.
5. Senior management of the organization and the network partner organizations must seek to ensure gender balance in all committees, sub committees, and decision making forums.
6. Training and capacity development for gender mainstreaming is included in the project / program as part of an ongoing process.
7. Competencies in gender analysis will be built up and conceptual clarity on equality issues will be promoted
8. Special focus on violence against women will be built into training.
9. Gender-awareness training for partner staff will be undertaken, with emphasis on building sensitivity to women's needs and issues and developing abilities to address women's special needs.