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1. Background

Child In Need Institute (CINI), working towards the mission of ‘Sustainable development in health, nutrition, education and protection of child, adolescent and woman in need’, envisions a world where there is an enabling environment for fuller participation and equal opportunities for all, without any form of discrimination.

CINI believes that gender equality and equity is a cornerstone of such a society where relations across individuals, families and communities are characterised by gender justice. This spirit is embodied in the constitution of India as well, which guarantees to all its citizens the right to equality and non-discrimination and upholds these as justifiable human rights.

CINI understands that gender is not just about men and women. Gender is a reflection of our attitude, it is a perspective, and a set of insights, all of which inform our understanding of people and society. Gender refers to a set of qualities and behaviour expected of individuals by society. It is not biological. Although often viewed as innate, gender roles differ from place to place and are societally determined. A gender equitable environment allows all individuals to have the rights of equality of opportunity, voice and access to resources and power, and also encourages challenging inappropriate gender stereotypes.

CINI feels gender cannot just become an extra component in its programmes and policies. Gender must be mainstreamed in the way the organisation understands and contributes to development processes, particularly in relation to inclusion of the marginalised and the poorest in all development initiatives.

It is with this understanding that CINI has created this gender policy for the institute with inputs from all levels of staff members and is endorsed by CINI’s Governing Body. The policy provides the framework for developing and institutionalising gender equality in organisational policies and programmes.

2. Goal and objectives

Goal

CINI seeks to be responsive to and promote gender equality, and ensure that the organisational culture and behaviour, and programmes at all levels working towards achieving the organisational mission, reflect principles of gender equality.

Objectives

1. To demonstrate CINI’s commitment to gender equality and its opposition to any form of gender-based discrimination.
2. To provide guiding principles for institutionalising gender equality in its policies and programmes.
3. To specify organisational arrangements for gender mainstreaming in organisational policies and programmes.

3. Guiding principles

CINI understands gender equality as a cross cutting theme that needs to be integrated into all its policies, programmes and projects.

1. In CINI a staff member's role is determined by his/her skills, experience, ability and potential, and there will be no discrimination on grounds of gender or sexual orientation.

2. CINI is committed to mainstreaming gender into all aspects of its organisational and programme work.

3. CINI recognises the importance of gender when working with other forms of discrimination including people living with HIV and/or AIDS and when working with child protection issues.

4. Expected outcomes

1. Use gender sensitivity as a criterion for recruitment, induction, confirmation, appraisal and capacity building.


3. Include discussions on gender equality & equity and CINI's Gender Policy in induction programmes for staff members.

4. Ensure that gender issues are actively addressed in all CINI plans, policies, procedures, and routine systems, influencing activities and decision-making structures and processes.

5. Encourage gender balance in all policy and decision-making structures and processes.

6. Encourage all staff to develop shared values on gender, and take responsibility for working towards gender equality and equity within CINI.

7. Ensure that gender is actively addressed as a cross cutting issue in all its intervention, capacity building and research programmes.

8. Ensure that gender equality and equity are mainstreamed and addressed in convergence with CINI's Child protection Policy & HIV/AIDS Work Place Policy.
5. Organisational arrangements for implementing the gender policy

5.1. Responsibility & Structures

- Gender Focal Staff: One gender focal staff (GFS) will be identified in all units of CINI to act as the contact point for gender-related issues in the unit. The GFS will act as a catalyst to support and promote gender justice and in taking initiative for staff capacity building on gender issues. This will be a rotational position.

- Unit-in-charge or higher authority officials will be responsible for monitoring implementation of the gender policy and ensuring that gender issues are addressed in their respective units. For the purpose they will work closely with the CINI Human Resource (HR) Team.

- The scope of the existing CINI Sexual Harassment Committee will be widened as a special structure in implementing gender justice. This committee will look into any such issues arising in the institute.

5.2. Widespread dissemination and usage of the gender policy

- The gender policy document will be available in both English and vernacular languages in all units of CINI.

- The gender policy will be available in the CINI website.

5.3. Development of a gender manual for mainstreaming gender in organisational policies, procedures, and programmes

- The gender team constituting the gender focal staff will be responsible to develop a gender manual within six months of endorsement of the gender policy for implementing the gender policy recommendations. A consultant will be appointed as a Gender Specialist in the short term to provide support to the team.

- The process will include review and revision of all internal policies, procedures and rules in the light of this gender policy.

- The manual will provide the gender equality action framework and must consider the following issues.

A) Action to promote gender equality and justice at the organisational level.

1. Promoting gender equality in policy-making, management and implementation of routine systems and procedures.
2. Staff capacity building plans on gender related issues across the institute.
3. Mainstreaming gender in information systems and research.
4. Solidarity and networking with individuals and organisations working for gender equality.

B) Action to promote gender equality at programme level
1. Addressing gender inequitable issues reflecting gender norms, traditions, values and stereotypes in all programmes and use gender-sensitive approaches and methods, which are empowering and fights gender inequality.
2. Developing gender review checklists to ensure inclusion of gender equality and equity principles in programmes, communication materials, capacity building and research activities.
3. Including gender audit as a criterion in all programme monitoring and evaluation activities.

5.4. Staff Orientation and capacity building on gender policy and gender issues
- All existing and new staff will be orientated to CINI Gender policy and procedures.
- A copy of this document, along with other CINI policies, to be attached to appointment letter.
- Encourage partner agencies to adopt gender equality approach and offer support in staff capacity building on gender issues.

5.5. Commitment to sufficient resource allocation for gender policy implementation
- There will be yearly budget allocations for staff capacity-building activities and gender equality initiatives.
6. Glossary of terms

Gender is used to describe those characteristics of women and men, which are socially constructed, while sex refers to those which are biologically determined. People are born female or male but learn to be girls and boys who grow into women and men. This learned behaviour makes up gender identity and determines gender roles.

Gender equality is the absence of discrimination on the basis of a person's sex in opportunities, in the allocation of resources and benefits or in access to services. Gender equality may be measured in terms of whether there is equality of opportunity, or equality of results.

Gender discrimination refers to any distinction, exclusion or restriction made on the basis of socially constructed gender roles and norms which prevents a person from enjoying full human rights.

Gender mainstreaming seeks to reduce existing disparities between women and men in resource allocation, opportunities and division of labour based on gender inequality. "Mainstreaming gender is both a technical and a political process which requires shifts in organizational cultures and ways of thinking, as well as in the goals, structures and resource allocations. Mainstreaming requires changes at different levels within institutions, in agenda setting, policy-making, planning, implementation and evaluation. Instruments for the mainstreaming effort include new staffing and budgeting practices, training programmes, policy procedures and guidelines."1