FRAMEWORK FOR GENDER POLICY

SHREEL
FOUNDATION

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Foundation
For Pleasant Morning...

Shastri Nagar, Thadi Dulampur, Deoghar, Jharkhand, 814114
Mob: +91 9939449947 / +91 8409798990
web: www.shreelfoundation.org
email: info@shreelfoundation.org

FRAMEWORK FOR GENDER POLICY

Background & Rationale

At Shreel Foundation, the importance of formalizing and institutionalizing a Gender Policy is well acknowledged. This policy stands as a declaration of our commitment to addressing structural gender inequalities and creating equitable environments within the organization and among the communities we engage with. Discrimination against women and gender-diverse individuals is recognized as a major societal concern. As a community-rooted organization, consistent and deliberate actions are undertaken to bring lasting change.

This Gender Policy guides both internal operations and field-level engagements. It is used to ensure safe, inclusive, and empowering spaces for all genders, especially women, within Shreel Foundation and its partner ecosystem.

1. Organizational Vision

An equity-based social order is established where discrimination, inequality, or gender-based disparities have no place.

2. Organizational Values

Democratic, participatory, and transparent principles are upheld in all practices. Fairness, dignity, and inclusivity are consistently maintained across all gender identities.

3. Objectives of the Gender Policy

- Gender justice and equality are upheld as core commitments.
- Gender considerations are integrated across all organizational structures, programs, and partnerships.
- A safe, enabling, and supportive environment is maintained for all genders, including women and gender minorities.
- Equal participation and representation are ensured in decision-making at all levels.
- Gender sensitivity and equity are embedded as foundational principles in every intervention.

4. Understanding Gender

Gender is understood as a socially constructed set of roles, behaviors, and attributes associated with being male, female, or other gender identities. These roles are shaped by cultural, economic, political, and social contexts and evolve over time. A gender lens is

applied to analyze power dynamics between men, women, and other identities regarding access to resources, opportunities, and decision-making.

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5. Institutional Commitments

A. Staff Composition & Representation

- Women, especially in leadership positions, are actively recruited to maintain gender balance.
- Promotions, benefits, and career growth opportunities are provided equally across genders.
- Equitable gender representation is maintained in the Governing Body, Executive Committees, and staff forums.

B. Workplace Environment

- A safe, respectful, and harassment-free work environment is maintained.
- A functioning Internal Complaints Committee (ICC) addresses all grievances.
- Flexible work options, travel safety, and rest facilities are provided as per gender-specific needs.
- Maternity and paternity benefits include:
    - 4 months paid maternity leave after confirmation.
    - Unpaid maternity leave during probation.
    - 30 days paternity leave, split before/after birth.
    - 2 weeks paid miscarriage leave for women.
- Childcare support is arranged within or near office locations where necessary.
- Gender gaps are reviewed regularly, and systemic reforms are introduced accordingly.

C. In the Field

- Women and women's groups participate actively in livelihood, resource, and development programs.
- Women take on leadership roles in community institutions and governance bodies.
- Gender audits and disaggregated data analysis are conducted for better program planning.
- Male stakeholders are sensitized to foster shared responsibility.
- Equal pay is ensured for equal work, regardless of gender.
- Vulnerable women are identified and supported with customized interventions.
- Gender perspectives are integrated into training, communication, and advocacy.

D. Capacity Building

- Gender sensitization is included in staff induction, training, and performance review.
- All programs and training sessions are designed to be gender-responsive, considering content, facilitation, timing, and logistics.
- Staff of all genders are trained regularly and inclusive learning environments are promoted.

E. Policy Integration

- Gender-responsive language and objectives are embedded in HR policies, job descriptions, ToRs, KPIs, and program documentation.
- Gender sensitivity is treated as a key selection criterion during recruitment and promotion.
- Gender monitoring is institutionalized and integrated into staff and program evaluations.

F. Staff Benefits

- Legal provisions related to maternity and paternity benefits are fully implemented.
- Equitable access to digital tools, communication systems, and resources is ensured for all staff.

6. Networking and Partnerships

- Partner organizations are supported in developing and implementing gender policies.
- Collaborations are built with women's networks, advocacy groups, and thematic alliances.
- Gender reports and learnings are documented and shared with stakeholders.
- Support and solidarity are extended in field-level cases of gender-based discrimination or violence.

7. Monitoring and Accountability

- Clear indicators are used to track gender inclusivity and assess progress.
- Gender audits are conducted periodically.
- All staff and leadership are held accountable for the implementation of this policy.

8. Way Forward

This Gender Policy is treated as a living document. It evolves through ongoing dialogue, learning, and feedback. Implementation plans are developed with the participation of staff and partners at all levels, and are reviewed regularly.

Approved by
Secretary, Shreel Foundation
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