**GENDER POLICY**

The purpose of this policy is to mainstream gender perspective in program units of GADC, its projects and management practice to address needs, concerns, and interests of both women and men.

**Rational**

The reasons for integrating a gender perspective in the GADC's activities and in GADC as an institution are (1) to promote equal access and control over resources of women and men, (2) to ensure both women and men equally participate in decision making that affect to their future lives and benefit equally, and (3) to make sure that there is no gender -based discrimination.

**Statement**

The purpose of this policy is to mainstream gender perspective in program units of GADC, its projects and management practice to address needs, concerns, and interests of both women and men.

**Goals**

The goals of gender policy of GADC are to:

* Ensure that all activities, program and management practices of the organization are being implemented in gender-sensitive manner.
* Encourage equal participation of women and men in the activities and program of the organization.
* Promote increased role of women in decision-making in program activities and management practices of the organization.
* Ensure that both women and men are equally benefited from program activities.

**Strategies**

The personnel committee of the organization will enforce the gender policy. A gender focal point will be established who will monitor the implementation of the gender policy. The Program Manager, Advocacy and Networking Unit is the gender focal point. The respective program/project units of GADC will integrate gender perspectives in the planning, implementation, monitoring, and evaluation of their respective program/project activities. Efforts will be made for equal representation of women and men in personnel including the Board of Directors as appropriate.

**Guideline for Action**

**Board of Director’s Members**

GADC is a gender focused organization works to promote gender equality in Cambodia. In order to govern GADC to achieve its vision, mission and goals, it requires the Board Directors-the highest governing body of the organization, gender sensitive and equal (as much as possible) representation of women and men. In doing so, GADC strives to establish and maintain a gender balance with a range of proportion of 40:60 to 60:40 in its Board of Directors.

**Top Management**

GADC requires its Executive Director to be a woman with strong commitment and competency to promote gender equality.

**Mid-Level Management**

The mid-level management of the organization refers to program managers, and project manager/team leader. GADC commits to strive to establish and maintain a gender balance in the mid-level management with a proportion of 50:50 except management of Men's Perspective Project (MPP). MPP works with men for transformation of men for gender equality and end domestic violence. Because of its nature and target groups, MPP needs a man as team leader.

**Non-Management Staff**

None-management staff is referred to all staff besides the tope and middle level management staff. GADC commits to strive to establish and maintain a gender balance in each Program Unit of the organization within 40:60-60:40 ranges at non-management staff. This proportion excludes non- management staff of the Cambodia Men Network (CMN) that must always be men.

**Gender Payment**

GADC commits to provide equal pay for equal work regardless of sex.

**Decision Making**

For decision-making at any level of organization, GADC commits to engage women according to their responsibilities.

**Gender Meeting**

In order to make sure that women's issues are heard and addressed, GADC commits to hold special meeting for non-management staff with personnel committee on gender issues for letting women express their concerns and problems. Furthermore, all employees have time to reflect all what they do so far, reinforce and share the good lessons learnt and make correction of what goes wrong in terms of gender.

**Capacity Building**

GADC commits to provide equal opportunity to its staff for capacity building regardless of their sex. In this capacity building include local and international ones.

**Maternity/Paternity Leave**

Policy and provision for maternity/paternity leave have been stipulated in GADC HR Manual. Policy and provision stipulated in the personnel policy will be applicable for gender policy.

**Menstrual Leave**

Women employees are entitled to take one-day menstrual leave during their menstrual period.

**Harassment (including sexual harassment)**

Acts that consider as harassment including sexual harassment, procedure of taking action against the perpetrator of harassment, and provision of punishment are stipulated in the Personnel Policy (Sub-section 6.3) of the organization. Provision made in the personnel policy with regard to harassment will be applicable for gender policy.

**Community engagement in the project cycle**

GADC recognizes that men and women have different needs and priorities, constraints, aspirations and capacity to contribute for development. Mainstreaming gender in project requires integration of needs, interests, and concerns of both target women and men in project cycles. In this way, women and men can only be benefited from the project equally. To ensure equal benefits of women and men, GADC will engage target women and men in the planning, implementation, monitoring and evaluation of its different program and project activities.

**Men’s Perspective Project – Cambodian Men’s Network**

MPP coordinates the Cambodian Men Network (CMN) and operates community-based project with men as target group. The purpose of CMN and community-based project is to eradicate violence against women for a fairer and more just society. CMN members at all levels are required to be men. But the impact of these men's work will benefit both women and men.

**Gender and Development Network (GADNet)**

Gender and Development Network (GADNet) is the network of NGOs, civil society, and state institutions in Cambodia entrusted to promote gender equality in the country. The members of GADNet are required to be women and men.

All GADC employees shall respect and abide by this policy. The personnel committee will enforce the policy and the gender focal point is responsible to monitor to progress of implementation of the policy.

THE END

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