



GENDER EQUALITY, DIVERSITY AND SOCIAL INCLUSION POLICY 2023



NETWORK AID GENDER EQUALITY, DIVERSITY AND SOCIAL INCLUSION POLICY 2023

WHO ARE WE

Network AID is a human rights not-for-profit that seeks to enhance and contribute to the national and international agenda of empowering illiterate women/girls, youth, persons with disability and deprived children in society to realize their full potential, have voices heard, have choices recognised, identity protected and dignity respected irrespective of religion, ethnic background, tribes and cultural heritage. It believes in the fundamental principles of human rights, neutrality, volunteerism, and professionalism.

Network AID discourages all forms of social pressure, discrimination and social exclusion against illiterate women and deprived children. receive and file complaints of human rights abuse and violation against illiterate women and deprived children; provide training and awareness raising on corruption, gender base violence, children's rights; HIV/AIDS; Cancer; mental health; harmful traditional practices/FGM; accidents and incident; disaster and epidemic; water, sanitation and hygiene (WASH) and information communication technology; facilitate dialogue among key interest groups for the voice of illiterate women and deprived children to be heard and acted upon; conduct research/survey and advocate on issues that affect the well-being and development of illiterate and deprived children.

VISION STATEMENT

The vision of Network AID is to have an informed society that recognizes illiterate women and deprives children of a sustainable, corrupt-free, and healthy population.

MISSION STATEMENT

The ultimate mission of Network AID is to enhance the well-being and well-welfare of illiterate women/girls, youths, persons with disability and deprive children development and participation in a sustainable, healthy, productive and corrupt free society”.

POLICY OBJECTIVES

1. To help neutralize the feeling of neglect in the minds of vulnerable children, youth, women, aged, and disabilities within vulnerable families and communities;
2. To empower vulnerable people and communities to realize their human potential to contribute meaningfully to the mainstream of the socio-economic order of society;
3. To promote human rights, good governance, food security and public health and sanitation through awareness raising and sustained advocacy engagement between right holders and duty bearers;
4. To promote water, sanitation and hygiene practices to prevent diseases;
5. To promote basic education and technical vocation for school dropout girls;
6. To contribute to food security and reducing poverty and hunger;
7. To contribute to greenhouse gas emission reduction thus promoting clean energy and sustainable development mechanisms;
8. To promote biodiversity for the protection of reserve forests, species, subspecies, genes and habitats through community-driven action.

POLICY CORE VALUES

1. Maintain our code of conduct
2. Uphold and promote human rights
3. Support pro-poor policies at all levels
4. Promote peace, security and development
5. Prioritize children and women's rights in programming
6. Encourage youth entrepreneurship, innovation and information technology;
7. Promote transparency and accountability
8. Promote environmental protection and sustainable development.



BENEFICIARY COMPOSITIONS

NETWORK AID will always ensure that beneficiary's bio-data are disaggregated into age, gender and disability status to enhance effective programming and management of operations. Our primary beneficiaries are:

1. Different categories of deprived children;
2. Unskilled and unemployed male/female youths;
3. Challenged with varied forms of disabilities;
4. Women and girls with odd social challenges;
5. Illiterate women and girls;
6. People affected by environmental problems.

PREAMBLE:

POLICY STATEMENT

NETWORK AID is committed to gender equality, equity and practice which protect women from abuse, exploitation, marginalisation and vulnerability. Staff and volunteers in this organisation accept and recognise our responsibilities to develop awareness of the issues which cause gender disparity and deprivation with impunity.

Discrimination on the grounds of their sex is not only an enormous injustice but also a great loss to the human race. Skills and knowledge that women have developed are lost to society when their value is not recognized. NETWORK AID is therefore committed to achieving gender equality within the organization and in all of its programming. NETWORK AID has a long and rich experience regarding the issue of gender equality. Drawing on our respective experiences, we have developed this gender policy for the Organisation.

The concern for gender equality has been transversally integrated into each project of the organisation, into all analyses, into Action Plans, into MOUs, into Progress reports and Follow-ups and evaluation processes. The program and results reporting have included indicators to specifically measure women's participation and the strengthening of their status regarding access to resources, and the benefits of the Organisations.

This document is intended to serve as a common reference between NETWORK AID, all its employees and its Associates. signing the gender policy is a **MUST** upon acceptance of working with NETWORK AID, an employee, contractor or other associate accepts all terms as outlined in this document and the letter of acceptance. Failure to abide by these terms will be considered as failure to meet the terms of employment/volunteerism.

Each employee/volunteer is responsible for acquainting him/herself with this document and any subsequent revisions hereafter.

STRATEGIC GOAL

Promote and protect gender equality, diversity and equity in the Organisation and others dealing with the Organisation.



OBJECTIVES

Foster the full participation and benefits of women and girls in the Organisation across our operational areas and Sierra Leone as a whole.

Strengthen the capacities and the authority exercised by women and girls among the organisation's staff, associates and beneficiaries and in the context of the initiatives supported by the Organisation.

Against this background, NETWORK AIDs will ensure: -

1. A gender-sensitive environment within the organization;
2. Gender equity within all policies and procedures;
3. Gender equality and social inclusion are essential components in the planning, design, selection, implementation, Monitoring and evaluation of all aspects of programming.
4. Sharing the knowledge that there is no human or democratic development without the full participation of women and girls, who must be considered as actors as well as the beneficiaries of the changes we are seeking. Women, like men, must fully participate in decision-making to benefit from a project's results fairly and equitably.

NETWORK AID'S GENDER METHODOLOGICAL FRAMEWORK /STRATEGIES: -

DIALOGUE WITH PARTNERS

Actions aimed at enhancing women's participation and capacities often meet strong resistance. By engaging in dialogue with partners, we learn to better take into consideration the local context, to better assess the possibilities for action and to enrich practices.

PARTNERSHIPS

In determining which organization the Organisation will work with, we are meticulous but excited to partner with organisations that are open to promoting gender equality, equity, social inclusion and diversity.

Support for women's groups, persons with disability organisations, children's groups and strategic women's networks active in the areas of focus and priorities selected for the Organisation in its operational areas

Foster a strategic relationship with women, persons with disabilities, girls and children movement active around gender equity and equality issues.

SPECIFIC RESOURCES

By needs, the Organisation will offer a variety of specific resources to facilitate the integration of this important issue: either through counselling, technical assistance/support, pro-poor microfinance scheme or training.

ORGANISATION MANAGEMENT

The set-up of the management team, staff and volunteer/interns' recruitment will reflect a concern for gender balance, equity, diversity and inclusion. Management policies, standards and procedures will be informed by gender, diversity and inclusion sensitivity and transformation. All management tools used in the Organisation will integrate concern for gender equity, equality, diversity and social inclusion.

GENDER EQUITY

Equity and diversity measures will be established in the Organisation's projects where the persistence and scope of inequalities are such that specific and continuing intervention is necessary.



CONCRETE MEASURES TO BE IMPLEMENTED

To integrate the concern for gender equality, equity, diversity and social inclusion into the organisation and its program intervention, NETWORK AID will: -

1. Retain open-mindedness to this issue as criteria in the recruitment of staff, volunteers and interns in the Organisation are introduced to certain approaches.
2. Job adverts are open to all on an equal opportunity basis yet in some circumstances where women or persons with disability do not apply, the job is re-advertised. During an interview, a 10% point is gained upfront for all women and persons with disability shortlisted for a hire at NETWORK AID.
3. Deliberate effort will be made for women, and persons with disability to occupy certain positions either through internal advert or external advert or recommendations.
4. In circumstances where we identify a woman or persons with disability with skills and knowledge required by the organisation no advertisement will be made but rather seek for recommendation either verbally or in writing from a stakeholder who is better known. However, all other recruiting processes will be followed.
5. Sensitize national and local stakeholders on gender equality, equity and social inclusion issues.
6. Provide appropriate guidance to employees/volunteers through technical assistance/support in gender equality, equity and social inclusion issues.
7. Produce a gender, diversity and social inclusion awareness fact sheet intended for all employees, volunteers/interns and partners.
8. Aim for gender, diversity and social inclusion and equitable representation in the entire Organisation.

NETWORK AID INTERNAL CONTROL MEASURES

NON-HARASSMENT POLICY

NETWORK AID has a standing of ensuring an environment that respects the dignity and worth of each individual and is free from all forms of harassment irrespective of the individual's race, gender, nationalities, origin, age, education, social, disability or any other characteristic of an individual. This policy prohibits all harassment occurring in the work environment whether in the NETWORK AID offices. This policy applies to all employees/volunteers of NETWORK AID, all consultants/contractors who are associated with NETWORK AID and all third parties doing business with NETWORK AID. Violations or abuse of this policy may result in appropriate corrective action, including disciplinary action and/or termination of employment/contract or business contract.

SEXUAL HARASSMENT

1. Sexual Harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favours, and other verbal, non-verbal or physical conduct of a sexual nature when: -
2. Submission to such conduct is either explicitly or implicitly made a term or condition of an individual's employment/volunteerism; or
3. Submission to or rejection of such conduct is used as a basis for employment/volunteerism decisions affecting the individual; or
4. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

OTHER PROHIBITED HARASSMENT

Other prohibited harassment includes verbal, non-verbal or physical conduct that discriminates against an individual because of his/her race, religion, gender, or nationality. origin, age, ancestry, disability, social, educational or any other individual characteristic.



REPORTING HARASSMENT

Employees/volunteers should report any received or observed harassment to the Administrative/Human Resource Coordinator or persons designated. Employees, volunteers or interns are not required to report to a supervisor believed to be responsible for the harassing activity.

INVESTIGATION

Upon reporting, NETWORK AID will conduct a prompt and thorough investigation. This investigation will result in corrective action being taken if it is determined that harassment has taken place. Employees, volunteers or interns reporting harassment will not be subject to retaliation of any kind. Retaliation against reporting employee, volunteer or intern by anyone will be grounds for immediate dismissal. False reports of harassment in violation of this policy will result in the minimum of a warning letter or dismissal.

CONFIDENTIALITY POLICY

NETWORK AID confidentiality policy covers the non-disclosure of employee/volunteer/intern medical condition to any person and employee medical condition is not a requirement for employment/volunteerism. However, open medical and communicable diseases of employees/volunteers will be communicated with the employee/volunteer and others for the health and safety of others.

GENDER MAINSTREAMING

Gender mainstreaming will be enhanced at all levels of administration, programmes, projects, communities, partnership and collaboration work as well as the general running of the organization.

EQUAL PAY FOR EQUAL WORK

No one gender will be remunerated more for equal work done above the scope of appointment.

EQUITY

Measures will be taken to provide support for an employee/volunteer/intern to perform an assigned role irrespective of gender.

SOCIAL INCLUSION

A deliberate effort will be taken to improve the process of participation in society, particularly for disadvantaged people, through enhancing opportunities, access to resources, voice and respect for rights with emphasis on our constituency and people of dissenting views.

REVIEW

This policy and other policies will be reviewed by management and approved by the Chief Country Coordinator or persons designated to perform such functions by the Chief Country Coordinator.