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**EGOAIZIA**

# 4YBIN Gender policy

**Jan 1, 2023**

**MEKELLE, ETHIOPIA**





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## 1. INTRODUCTION

### 1.1. About the organization

4YBIN is registered and licensed by the Tigray Region bureau of Justice, as local Charities in accordance with the proclamation N 113/2011 (accreditation issued on 29th December 2022, Certificate N. 05/2015). 4YBIN works in Tigray Region –Ethiopia from December 2022 and opened coordination office in different zones from the main city Mekelle, to Major to Major towns in the Region like Adwa, wukro, Adigrat , Axum and shire in the Tigray Region in order to implement different interventions. 4YBIN foundation is also set up in the Netherlands to provide technical and financial support to our local NGO and focused on recovery /Rehabilitation and development interventions.

**Mission:** The mission of 4YBIN is promoting entrepreneurship and enterprising culture to help youth, especially vulnerable youth, change their life and thereby accelerate and integrate sustainable development in economically poor communities.

**Vision:** Vision of 4YBIN is becoming the leading Ethiopian civil society organization in providing excellent entrepreneurship and business incubation support to youth within 10 years.

**Goals:** Goal of 4YBIN is to provide youth comprehensive support packages to start their own businesses including business idea generation, business plan development, entrepreneurship and technical training, technology selection, financing startups and creating market linkages.

In order to achieve gender equality, redistribution of power through economic, social and political empowerment is necessary. There is a strong need for safeguarding, and therefore, 4YBIN aims to create a safe guarding culture at organizational level where staff give of theirbest, allowing them to develop, grow and achieve their full potentials without any gender-based discrimination. Also, safe guarding culture promotes the rights of the target beneficiaries and other relevant stakeholders.

In addition, a men and boys engagement approach should be part of the process of empowering women and girls through addressing gender-based violence and all forms of discrimination and abuse that will be applicable for employees, participants and the widercommunity.

The Gender Policy is the guiding document for 4YBIN to be a high performing gender transformative organization ensuring commitment at the highest level — to the staff as well as to the community. To be a truly inclusive and diverse organization, we have also looked at the inclusion of other gender identities in this policy in order to address emerging needs. Promoting gender equality, women’s empowerment, and mobilizing men and boys are the core priority areas of interventions and organizational commitments of 4YBIN.

To ensure the revised gender policy reflects the organization’s priorities, values, as well as changing local and global contexts it is important to ensure that everyone takes ownership the process. It is also important that all members of 4YBIN actively engage in this effort to builda just and inclusive





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society promoting gender equality. This policy considers the Human Rights Declaration and The Convention on the Elimination of all Forms of Discrimination against Women (CEDAW). The Sustainable Development Goals 5, 10, 16, and others (2016-2030) also provide guidance in the policy to accelerate efforts of promoting gender equality and women's empowerment through adopting holistic action plans and proper implementation.

## 2. Purpose, Goal and Objectives of the Gender Policy

**Purpose:** The purpose of the Gender Policy is to create a clear vision for the organization in terms of what it would like to achieve for gender equality. It also aims to ensure that gender equality and women's empowerment are central to 4YBIN:

- Programmes at all levels;
- Organizational culture and behaviors;
- and External representation..

**Goal:** The overall goal of the policy is to set the standard and principles of gender equality, under which all 4YBIN entities create systems, programmes, processes and practices for mainstreaming Gender Equality and Women's Empowerment (GEWE) towards 4YBIN's vision of a world free from all forms of exploitation and discrimination where everyone has the opportunity to realize their potential.

### *Objectives:*

- a. clearly define the principles of Gender Equality and Women's Empowerment (GEWE) and take appropriate measures to adopt a shared vision to guide 4YBIN staff in their work with a clear direction to promote Gender Equality and equity at organizational and programmatic level;
- b. develop an organisational culture that demonstrates 4YBIN commitments towards gender equality and women's empowerment.

## 3. Key Principles

- 3.1 **Gender equality, equity and nondiscrimination** are central to 4YBIN's activities and operation
- 3.2 **The empowerment of women and girls** is recognized as fundamental to 4YBIN's vision and mission
- 3.3 **Every individual understands clearly and demonstrates** attitudes and behaviours that promote gender equity and equality
- 3.4 **Adequate resources are allocated** to work on promotion of gender equality and women's empowerment
- 3.5 All work is continuously **monitored against gender indicators** based on different country contexts
- 3.6 The **cross-cutting nature of gender equality and equity issue** is recognized (and is botheveryone's responsibility and an area that warrants/ deserves specialized attention and resources in programme development



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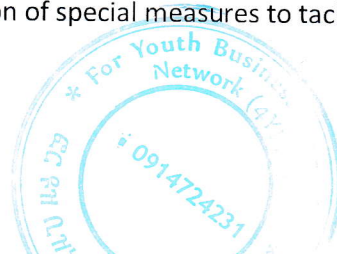


3.7 4YBIN recognizes that the path towards gender equality must also take into account **gender diversity and intersectionality**, i.e. inequalities between women resulting from all other forms of embedded discrimination to which they may be subjected based on sex, gender, ethnic origin, class, nationality, skin color, age, disability, sexual orientation, gender identity or political beliefs

3.8 **Men and boys are prepared to be active agents** in transforming the unequal society into an equal one

#### 4. Organisational Development

- 4.1 Uphold gender equality, and integrate gender and diversity perspectives through organisational policies, procedures, systems and practices; ensuring all the relevant policies, plans and measures and systems related to organisational development is gender responsive.
- 4.2 Strengthen the commitment to women's rights and diversity at all levels of the organization, guiding all staff and stakeholders on the importance of gender equality with an intersectional approach.
- 4.3 Ensure that specialized gender functions, programmes and projects are in place and adequately resourced
- 4.4 Recognize knowledge related to gender concerns and gender analysis as one of the core areas of building capacity for staff and build capabilities throughout the organization
- 4.5 Develop core competencies that address core values and gender awareness and equity and equality
- 4.6 Build a common understanding around gender through induction and training
- 4.7 Ensure that all training across the organisation is gender-sensitive; and staff are trained on gender equality, intersectional perspectives and gender responsive behavior
- 4.8 Make all Human resource (HR) systems and process gender-sensitive and responsive, and integrate gender indicators into staff objectives in performance management systems (PMS) towards a gender responsive work environment
- 4.9 Prioritise gender sensitivity in all terms of reference documents, including Terms of references (TORs) for external consultants
- 4.10 Determine the nature, structure, and causes of gender imbalance in staff throughout the organisation and set targets for recruitment, retention and promotion of staff accordingly, particularly women in senior positions
- 4.11 Develop strategies for reaching gender targets, including: affirmative action; career development opportunities including development posts, training and internal promotion; family friendly and flexible working policies to allow staff to fulfil care responsibilities (including job-sharing, maternity, paternity and parental leave, and policies on childcare provision and/or subsidies for staff)
- 4.12 Promote a gender equity approach, aimed to ensure justice in the way women and men are treated and involving the adoption of special measures to tackle gender inequalities and to increase women's independence





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- 4.13 Ensure child safe guarding, child protection, sexual harassment prevention and protection policies are in place and applied properly
- 4.14 Make best endeavours to provide suitable transport and accommodation when travelling for work purposes, particularly for women staff and persons with disability.
- 4.15 Ensure an equal pay for equal work value for all staff irrespective of sex, gender, religion, race, language, HIV status, disability, class, ethnicity and other sexual orientation and sexuality etc.
- 4.16 Ensure that access to and use of information technology is gender equitable
- 4.17 Encourage women's participation throughout the organisation and develop strategies to increase their representation at decision making levels

## 5. Programmatic Measures

4YBIN is also committed towards gender mainstreaming in all programmes and enterprises. As a part of this process the following measures will be taken:

- 5.1 Support development of women's inclusion, leadership, socio-economic empowerment, and decision making of all levels from family to public spaces
- 5.2 Promote intersectional analysis of gender inequalities and transform power relations at every sphere of life
- 5.3 Promote participation of women and girls as active citizens
- 5.4 Promote positive masculinities for changing gender relations, patriarchal mindset/attitudes, norms and harmful practices to women and children, and support value for gender roles and responsibilities.
- 5.5 Recognize the impact of climate change and exploitation of natural resources on women and support them for different initiatives for ecological justice
- 5.6 Support women and children survivors/victims of violence and support protection of their human rights
- 5.7 Ensure that women actively participate in humanitarian work in all stages (preparedness, response, recovery and rehabilitations)
- 5.8 Integrate gender equality and gender justice dimensions in all new programmes and project cycles (e.g. context analysis, planning, implementation, management and monitoring and evaluation, setting objectives, indicators and budgeting)
- 5.9 Ensure that throughout the proposal development process, the programs and projects seek to contribute towards gender diversity, gender equality and empowerment of the disadvantaged people, especially women and girls





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- 5.10 Develop, promote, and use transformative ways of engaging men and boys for self- reflection and to promote gender equality
- 5.11 Integrate representation issues when developing BCC materials, reviewing text, pictures/ images/illustration to identify the gender norms communicating by the materials and to also pay attention to norms regarding age, sexual orientation, ethnicity and functional ability
- 5.12 Initiate cross-programme interventions to address emerging issues and priorities to promote gender equality and justice
- 5.13 Assess how interventions will impact women"s access to and control over resources and assess whether the project/ programme will address women"s practical needs or strategic interests or both (transformative potentials)
- 5.14 Develop Annual Operational Plans (AOP) based on gender objectives and indicators in achieving programmatic outcomes
- 5.15 Ensure that staff at all levels are able to identify examples of behaviour and attitudes that promote gender equality and those that reinforce gender stereotypes in programmedelivery
- 5.16 Ensure gender as a cross-cutting issue in all key strategic pillars of 4YBIN
- 5.17 Highlight gender perspectives in all research and evaluation findings of 4YBIN's core programmes and ensure that 4YBIN programmes/departments/enterprises develop ownership for collecting gender disaggregated data and capturing gender equality results for analysis and reporting

## 6. Advocacy, Networking, Partnership

Policy advocacy and networking will create a greater impact in reinforcing progress towards **gender equality**. Human rights defenders and policy makers have the data and evidence to support women's movements by guiding efforts to reach national and global goals of gender equality and women's empowerment. Therefore, 4YBIN will build partnerships/allies, networkingwith like-minded organizations and forums at national, regional and global level.

- 6.1 Ensure women and girls participation with gender diversity and intersectionality in different forums/committees/meetings at local, national and global levels
- 6.2 Build partnerships/allies by networking at national and global levels with like-minded organisations who believe in gender equality and women"s empowerment
- 6.3 Influence national policies for empowerment of women, gender equality and justice andfor implementation of policies by upholding women"s human rights at different levels
- 6.4 Support partners in developing their capacity to undertake gender analysis at the policy, program, and institutional levels, and to design and carry out programming that supports gender equality





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## 7. External Representation

The external presentations and communications of 4YBIN should promote a balanced view of the issues surrounding gender equality and equity.

- 7.1 Ensure representation of women and girls at every setting with respect and dignity at programmatic and organisational levels of different countries
- 7.2 Ensure that gender analysis is central to the development of all marketing, fund raising, sponsorship and campaign work and incorporate gender equality and equity concerns into different activities wherever and whenever possible
- 7.3 Design and develop fundraising proposals/concept notes that consider gender equality and equity concerns and gender transformative approach (GTA)
- 7.4 Inform donors about 4YBIN gender equality goals and objectives and shared good practices of 4YBIN gender mainstreaming work and its positive impact, respecting rights of privacy
- 7.5 Formulate all materials and general communications to reflect 4YBIN's goals and objectives on gender equality and equity, challenging gender stereotypes and recognizing gender diversity
- 7.6 Use gender-sensitive language and images in all internal and external communications
- 7.7 Endeavour to participate in public events only if there is gender diversity, taking into consideration the context and purpose.
- 7.8 Whenever possible, ensure women's and girls' voices are heard in the first person, and ensure that women and men are proportionately represented during press briefings and other public relation activities
- 7.9 Ensure the organisation's internal and external communications and public engagement initiatives reflect the directions of this Gender Policy

## 8. Financing and Resourcing

Adequate financing and resource arrangements are crucial for implementing the Gender Policy to achieve gender mainstreaming across the organization. Adequate resources will be allocated to all programmes, units and departments to implement the Gender Policy throughout the organization, and evaluate results. All programmes will document the operational cost for this with the respective annual account, and present on it if and when necessary.

## 9. Implementation and Accountability

Each Staff of 4YBIN and 4YBIN entities, programmes, projects, divisions, departments, and units are accountable for successfully implementing the Gender Policy. Each team under a supervisor will be responsible in taking appropriate steps for ensuring gender mainstreaming to promote gender equality. Every staff of 4YBIN and 4YBIN entities should make all necessary efforts to study and become fully acquainted with the Gender Policy and its implementation. This policy also



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requires to document or disclose reasons for not having diversity in any item mentioned in this document with the intention to review the reasons towards ensuring progressive increase in inclusion.

Specific roles and responsibilities are outlined below:

#### 4YBIN Governing Body

Members of the Governing Body will be responsible for the approval of the Gender Policy and its revisions to the previous version that reflect the changes in the organizational culture and development challenges. The governing body will ensure accountability of 4YBIN senior management towards implementation of this policy.

#### Gender steering committee

The gender steering committee will ensure 4YBIN's commitment for effective implementation of this policy and coordination to ensure gender equality promotion and gender justice in alignment with 4YBIN's strategic priorities.

#### 4YBIN senior management authority

4YBIN's senior management will play a crucial role for the process of gender policy implementation and resource allocation. They will lead and be accountable for mainstreaming implementation processes in their own programmes/departments.

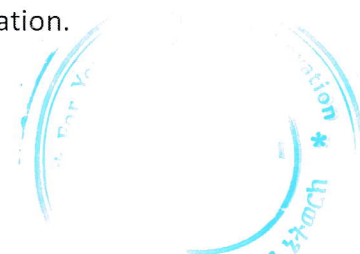
#### Gender focal person

Gender focal persons (GFPs), consisting of mid management representatives from each programme, or department in the organisation, will work closely with steering committee and senior management to incorporate the gender policy into the respective programmes interventions and organizational level. This will provide appropriate training to the senior management to enhance their leadership capacity for integrating gender concerns into their respective programme operations.

#### Safeguarding Unit

The Safeguarding unit under the Human Resources division will be responsible for providing all necessary technical support such as formulation of gender related policies and procedures (including Safeguarding Policy and other subset policies, such as, Child and Adolescent Protection Policy, Sexual Harassment Elimination Policy, Adults with Special Needs policy, Prevention of Workplace Bullying and Violence Policy, Whistleblowing Policy and Code of Conduct). This Safeguarding unit works to establish a high ethical safeguarding culture and practices within the organization to protect its staff, volunteer, partners, programme participants and community people from all kinds of abuse that is, against sexual harassment, intimidation and violence, bullying, humiliation and discrimination, neglect and exploitation.

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## Annex: 01

### *Glossary:*

**Gender:** Gender refers to socially constructed roles played by women, men and other gender identities that are assigned on the basis of sex. Gender is used as a means to distinguish similarities and differences between women, men and other sexual identity people without direct reference to human biology, but rather to the behavioural patterns expected of women and men and their cultural reinforcement. These roles are usually specific to a particular area and time.

**Gender as crosscutting: Cross-cutting issues** are topics that affect all aspects of a programme (i.e. cut across) and therefore need special attention. They should be integrated into all stages of programmes and projects, from planning through to impact assessment — but this has not always been the case. Therefore, it's really important to keep in mind that gender will be always one of the cross-cutting issue at programmatic and organizational level of 4YBIN.

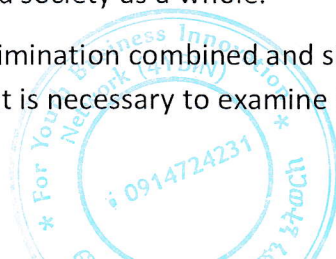
**Gender Equity:** Gender equity means the fairness of treatment for women, men and other sexual identities, according to their respective economic, social, cultural needs. This may include equal treatment or treatment that is different but which is considered equivalent in terms of rights, benefits, obligations and opportunities. In order to ensure fairness, measures must be taken to compensate historical and social disadvantages and create a level playing field for both men women and other sexual identities. It is a means to achieve the ultimate goal of Gender Equality

**Gender Equality:** Gender equality entails the concept that all human beings, both men, women and other gender identities, are free to develop their personal abilities and make choices without the limitations set by stereotypes, rigid gender roles, or prejudices. Gender equality means that the different behaviours, aspirations and needs of women men and other gender identities are considered, valued and favoured equally. It does not mean that women men and other gender identity have to become the same, but that their rights, responsibilities and opportunities will not depend on whether they are born male or female. Gender Equality is the ultimate goal in sustainable development

**Gender diversity** is an umbrella term that is used to describe **gender** identities that demonstrate a **diversity** of expression beyond the binary framework. For many **gender diverse** people, the concept of binary **gender** – having to choose to express yourself as male or female – is constraining. (Gender Rights Org.)

**Gender justice** as the full equality and **equity** between women and men in all spheres of life, resulting in women jointly, and on an equal basis with men, **defining** and shaping the policies, structures and decisions that affect their lives and society as a whole.

**Intersectionality:** Awareness of all forms of discrimination combined and simultaneously experienced by women. This theory asserts that it is necessary to examine how the many forms of



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- discrimination based on ethnicity, gender, religion, nationality, sexual orientation, social class or disability interact to fully understand the experiences of women. All women are therefore not equal. (Adapted from CECI/Uniterra, Key Concepts for Equality Between Women and Men).

**Gender Mainstreaming:** Gender mainstreaming has been embraced internationally as a strategy towards realizing gender equality. This involves making gender perspectives — what women and men do and the resources and decision-making processes they have access to — more central to all policy development, research, advocacy, development, implementation and monitoring of norms and standards, and planning, implementation and monitoring of projects. Both dimensions – gender representation and gender responsive content - need to be taken into consideration in all phases of project/proposal/institutional development. Gender mainstreaming does not entail developing separate women’s projects within work programmes, or even women’s components within existing activities in the work programmes. It requires that attention is given to gender perspectives as an integral part of all activities across all programmes. Organizational culture and Organizational values are important in terms of creating work environments which are conducive to gender mainstreaming.

**Practical Gender Needs:** Practical gender needs (PGNs) are the needs women identify in their socially accepted roles in society. PGNs do not challenge, although they arise out of, gender divisions of labour and women’s subordinate positions in society. PGNs are a response to immediately perceived necessities, identified within a specific context. They are practical in nature and often inadequacies in living conditions, such as water, provision of health care and employment

**Strategic Gender Needs:** The necessary requirements of women and men to improve their position or status in the community or society is termed as Strategic Gender Needs. Addressing these needs allow people to have control over their lives beyond socially-defined restrictive roles. Strategic gender needs for women might include land rights, more decision-making power, equal pay and greater access to credit. This strategic gender need link with dignity and position of women at family, workplace and wider society.

**Gender transformation** refers to efforts to change gender and social norms to address inequalities in power and privilege between persons of different genders, in order to free all people from harmful and destructive norms. These norms include gender roles, expectations, stereotypes, and harmful attitudes, customs, and practices, including gender-based violence (MenEngage Alliance, 2017). Gender transformation enables individuals to question and critically analyze issues of gender inequality and injustice, and provides them with opportunities to challenge harmful norms.





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**Women's Empowerment:** 4YBIN defines Women's empowerment as the capacity of women to be economically self-sufficient, with control over decisions affecting their life options, and to be free from violence.

**Transformative Gender Programmes/Policies:** These programmes/projects include policies and programs that seek to transform gender relations to promote equality and achieve program objectives. This approach attempts to promote gender equality by: 1) fostering critical examination of inequalities and gender roles, norms and dynamics, 2) recognizing and strengthening positive norms that support equality and an enabling environment, 3) promoting the relative position of women, girls and marginalized groups, and transforming the underlying social structures, policies and broadly held social norms that perpetuate gender inequalities.

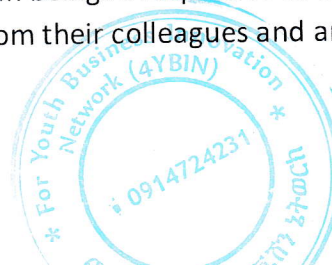
**Gender Socialization:** The process of girls and boys, women and men learning social roles based on their sex, which leads to different behaviors and creates differing expectations and attitudes by gender. An example is that concept that girls and women do more household chores, such as cooking and cleaning, while boys and men do more work out of the home. Gender roles often lead to inequality.

**Gender Gap:** The gap includes the disproportionate difference between men and women and boys and girls, particularly as reflected in attainment of development goals, access to resources and levels of participation. A gender gap indicates gender inequality.

**Gender Analysis:** Gender analysis is a systematic way of looking at the different impacts of development, policies, programmes and legislation on women men and other sexual identity that entails, first and foremost, collecting sex-disaggregated data and gender-sensitive information about the population concerned. Gender analysis can also include the examination of the multiple ways in which women men and other sexual identity, as social actors, engage in strategies to transform existing roles, relationships, and processes in their own interest and in the interest of others.

**Gender Responsive Work Environment:** Creating an environment that reflects an understanding of the realities of women's lives and addresses the issues of the women. A gender responsive work environment recognizes several important differences in life circumstances and behaviors between female, male and other sexual identity staff and takes these differences into account when designing logistics, culture, practices in the institution that produce the best outcomes for women, men and other sexual identity.

**Gender Responsive Behavior:** Gender responsive behavior includes having a non-discriminatory attitude, promoting dignity and respect of all human beings irrespective of their sexual identity. Staff feel comfortable with this type of behavior from their colleagues and are able to fulfill their career aspirations in a safe working environment.



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