



POLICY ON GENDER

1. PURPOSE

- 1.1. This policy articulates WWF-Australia's commitment and responsibilities in the area of gender, with an objective to ensure that WWF-Australia's aid and development programs benefit women and men equally and contribute to gender equity, as part of WWF's broader commitment to strengthen the social dimensions of its aid and development programs.
- 1.2. The policy provides the rationale for gender mainstreaming in the context of the WWF-Australia mission and our biodiversity and footprint goals, and outlines WWF-Australia's commitment to integrate a gender perspective in our programmatic and operational structures and procedures and our aid and development programs.

2. BACKGROUND

- 2.1. WWF-Australia understands that conservation includes facilitating social change and our work is largely about influencing and changing people's behaviour, policies and social institutions towards a more sustainable use of natural resources. People's behaviour and natural resource management decisions are shaped by complex and interlinked cultural, social and economic structures and processes, including ethnicity, wealth, religion and gender.
- 2.2. WWF-Australia understands that gender refers to the socially constructed roles, responsibilities and opportunities associated with women and men in a society at a specific time and place. WWF-Australia does not make the assumption that gender is fixed and acknowledges that some people express or experience gender in different ways.
- 2.3. WWF-Australia has learned that lasting success in conservation and natural resource management is only possible when it is sustained by, and benefits, the people concerned and involved. We recognise that in places where we work, social norms, gender differences and inequities shape women's and men's roles and responsibilities, opportunities, and issues of access, control, use, knowledge, decision-making and management of land and resources.
- 2.4. WWF-Australia appreciates that we need to work with a gender perspective in order to enhance our understanding of these differential roles and responsibilities, relationships, needs and interests (as well as other relevant differences such as those between ethnic groups, religions, wealth classes and age groups). We understand that integrating a gender perspective also means going beyond understanding these differences to promoting more equitable gender relationships.
- 2.5. Women's and men's gender roles, responsibilities and opportunities affect how they use and manage natural resources and gender relations influence how households, communities and institutions are organised, how decisions are made, and how resources are used, accessed and controlled.
- 2.6. Hence, WWF-Australia believes that:
 - 2.6.1. Enhancing our understanding of gender differences and addressing inequities can improve effectiveness and sustainability of our operations and our aid and development programs.



- 2.6.2. Promoting gender equity is an essential building block for sustainable development and effective conservation and it is an integral part of WWF-Australia's mission as well as our biodiversity and footprint goals to ensure that the natural resources of our planet are shared equitably.
- 2.6.3. Contributing to gender equity is about promoting equal opportunities and creating fair conditions under which women and men benefit equally, and ensuring that inequality is not perpetuated.
- 2.6.4. Promoting gender equity requires appreciation that every WWF-Australia policy, programme and project may affect women and men differently, and may include specific measures to empower specific marginalised groups and individuals.

2.7. WWF-Australia, as a signatory to ACFID's Code of Conduct, is committed to:

- 2.7.1. Respecting, protecting and promoting internationally recognised human rights including civil and political, economic, social and cultural rights and with particular emphasis on gender equality.
- 2.7.2. Prioritising accountability to local people and those directly affected by aid and development activities, prioritising their needs and rights with specific reference to gender, age, disability and other identified vulnerabilities.
- 2.7.3. Addressing the effect of gender inequalities and inequities as being fundamental to attainment of human rights for all and the effectiveness of their aid and development activity. They will hence:
 - 2.7.3.1. Ensure that an appropriate focus is given to understanding and addressing gender issues in their aid and development program design, implementation, monitoring and evaluation cycles.
 - 2.7.3.2. Work to assist partners to become aware and supportive of signatory organisation's commitment to deal with gender issues in their aid and development activity.
- 2.7.4. Demonstrating a willingness to invest in their partner organisations to enable partners to... enhance their ability to help the signatory organisation meet its obligations under this Code in [areas including] gender equity.
- 2.7.5. Applying human rights principles to their own organisations [and] will have comprehensive gender equity policies... in place that aim to produce equitable outcomes between women and men... in all activities of the organisation, including engagement of volunteers and staff, engagement of partner agencies, and senior management and governance.

3. POLICY

3.1. WWF-Australia recommends that our aid and development programs:

- 3.1.1. Incorporate a gender perspective into program and project development processes through the application of gender awareness and analysis in the project cycle, including design, implementation, monitoring and evaluation; and where appropriate, develop a gender analysis and sex-disaggregated social and economic indicators and targets.
- 3.1.2. To the extent possible, assess potential impact of programs and projects on gender equity, and ensure that potential negative impacts on women and men are addressed; and if appropriate, also identify and use opportunities to reduce gender



inequities.

- 3.1.3. When working with local communities, apply a culturally sensitive approach that respects and takes account of the different roles, responsibilities, entitlements and knowledge among men and women involved and who are affected by the aid and development program.
 - 3.1.4. Examine how policies, processes and institutions at and beyond community level (i.e. national, regional and global) affect gender equity, and men and women's access to and control over resources, as well as their power of decision-making in our aid and development program; and identify options for and, where appropriate, promote gender equity within these.
 - 3.1.5. Make a continuing effort to expand WWF-Australia's knowledge and commitment to social and gender equity, through staff training, documentation and sharing of lessons.
- 3.2. WWF-Australia understands that the pre-condition for implementing gender-responsive conservation programmes is that gender sensitivity is also mainstreamed across WWF's internal human resource policies, procedures and governance mechanisms, as well as in the overall culture of our organisation. WWF-Australia is committed to a gender-sensitive work environment where:
- 3.2.1. Staff can work in an environment of tolerance, civility and respect for the rights of each individual and where all employees share key organisational values focused on equal opportunity, good governance, accountability and transparency.
 - 3.2.2. Employment decisions about recruiting, hiring, responsibilities, professional development, promotion, transferring and remuneration is uniformly based on qualifications, including skills, abilities, knowledge, and experience and, to the extent possible, an equitable gender balance exists at all levels of the organisation.
 - 3.2.3. Benefit policies are gender-sensitive and equitable and appropriately respond to local staff needs for balancing work, family, and civic life.
 - 3.2.4. WWF-Australia management and other staff are aware of what constitutes discrimination and respect diversity in work and management styles and prevent discriminatory practices including stereotyping and sexual harassment.
 - 3.2.5. Sex-disaggregated data are analysed periodically with regards to national and project staffing and advancement patterns at different levels to identify areas for improvement.
 - 3.2.6. WWF-Australia People & Organisation Development staff have established procedures for reporting any incidents of employment-related discrimination, investigating these reports and disciplinary actions.
- 3.3. WWF-Australia will strive to partner with global, national and local organisations with greater gender expertise to develop and promote effective gender strategies and build capacity to collect, understand and act upon gender information for the good of conservation, human well-being and sustainable development. We will make a concerted effort to expand WWF-Australia's knowledge and commitment to social and gender equity through sharing of lessons learned and by applying this policy's recommendations in partnership activities with governments, donors, the private sector, NGOs and communities, as criteria for determining which activities to support, and to promote their broader implementation by other actors.



4. SOURCES OF AUTHORITY

4.1. International

- *Australia is a signatory to a number of international human rights agreements:*
 - *Optional Protocol to the Convention on the Elimination of All Forms of Discrimination against Women.*
 - *Universal Declaration of Human Rights*
 - *Optional Protocol on Economic, Social and Cultural Rights*
 - *Optional Protocol on Political and Civil Rights*
 - *Optional Protocol on the Right to Development*

4.2. Federal Legislation:

- *Human Rights and Equal Opportunity Commission Act 1986*
- *Sex Discrimination Act 1984*

4.3. WWF

- *Policy on Gender*
- *Policy on Human Rights*
- *Policy on Reproductive Health and Family Planning*
- *Bullying, Harassment & Discrimination Free Workplace Policy*
- *Policy on Disability*
- *Equal Employment Opportunity Policy*
- *Recruitment and Selection Policy*

4.4. AusAID

- *AusAID NGO Accreditation Guidance Manual v2 (Criterion B2: 2)*

4.5. Australian Council for International Development

- *ACFID Code of Conduct*

4.6. Other Resources

- *UNDP, Empowered and Equal: Gender Equality Strategy (2008–2011)*¹
- *United Nations Environmental Program, Gender and the Environment*²

5. SCOPE

5.1. This policy applies to all WWF-Australia board members, staff, volunteers and contractors.

5.2. This policy applies to all Partner Organisations and their board members, staff, volunteers and contractors implementing aid and development activities funded by, or through, WWF-Australia.

¹ Available by doing a google search for <<UNDP Gender Equality Strategy>>

² <http://www.unep.org/gender/>



6. DEFINITIONS

Gender	Socially constructed roles and relationships between men and women which affects their ability and incentive to participate in development activities and leads to different project impacts for women and men. (Guide to Gender and development, AusAID, 2007).
Gender analysis	The process of considering the impact that a development program or project may have on women and men, boys and girls and the economic and social relationships between them. (Guide to Gender and development, AusAID, 2007.)
Gender equality	Equal opportunities and outcomes for women and men, girls and boys. (Guide to Gender and development, AusAID, 2007)
Gender equity	Fairness in access to resources and in the distribution of benefits from development, according to the different needs of women, men, girls and boys. (Australian Government, 2007)
Partner Organisations	Organisations implementing aid and development programs funded by, or through, WWF-Australia.

7. RESPONSIBILITIES

7.1. **Executive Management** are responsible for:

- Ensuring that WWF-Australia and all staff members, volunteers and contractors comply with all relevant legislation and WWF-Australia policies (including this one).
- Ensuring that all Partner Organisations and their board members, staff members, volunteers and contractors implementing aid and development programs funded by, or through, WWF-Australia, comply with all relevant legislation and WWF-Australia policies (including this one).

7.2. **People & Organisation Development** are responsible for:

- Assisting managers and supervisors with the construction of appropriate training and development programs, designed to aid compliance with this policy.
- Providing managers and supervisors and other staff members with support and assistance during any complaint or dismissal process.

7.3. **Managers and supervisors** are responsible for:

- Ensuring that they comply with all relevant legislation and WWF-Australia policies.
- Communicating this Policy to all Partner Organisations, and ensuring that Partner



Organisations communicate this Policy to their board members, staff, volunteers and contractors implementing aid and development activities funded by, or through, WWF-Australia.

- Approving activities and/or funding only when the requirements of this Policy have been met.
- Providing the CEO and People & Organisation Development Director with all information that relates to breaches or potential breaches of this policy.
- Seeking support and assistance from People & Organisation Development as required.

7.4. **All employees and volunteers** are responsible for:

- Complying with this Policy, as required by the following procedures.

8. PROCEDURES

- 8.1. This Policy will be included in all contracts and memorandums of understanding with Partner Organisations.
- 8.2. No later than November of each financial year, WWF-Australia will organise an induction/workshop – which may be held either face-to-face or by Skype or phone conference – at which this Policy, its importance and consequences of non-compliance, will be presented to the Partner Organisation's executive and relevant staff, volunteers and contractors.
- 8.3. All aid and development programs funded by or through WWF-Australia and Partner Organisations and relevant staff, volunteers and contractors will be monitored to ensure they are not in breach of this Policy. Monitoring will be proportionate to the amount of funding and the risk of breach (as a result of the funded activities, organisation or skills and experience of board and staff) and will be recorded in the program/project file and signed by the relevant program/project manager. Monitoring will include at least one country visit annually at which this Policy will be made the subject of special presentation.
- 8.4. Applying this Policy may be difficult in some situations and sound judgement will be necessary. The Policy cannot provide a specific response for every circumstance. WWF will apply the spirit and intent of this clause in the conduct of aid and development programs.
- 8.5. If this Policy does not provide a clear answer on how to comply in a particular circumstance, WWF will document clearly the decisions made and the reasons behind them and make them available to both recipients and donors.
- 8.6. Feedback is important to WWF and our Partner Organisations as it helps develop and improve. Therefore all feedback is welcomed. Feedback will be directed to the relevant department of WWF-Australia for action. A complainant regarding an alleged breach of the ACFID Code of Conduct can be made directly to ACFID.

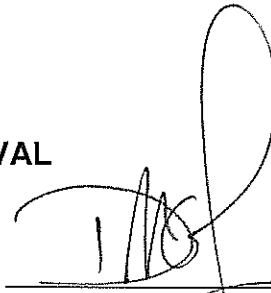
9. CONFIDENTIALITY AND DOCUMENT CONTROL

- 9.1. This Policy is available on Wiki Habitat for all employees.
- 9.2. A copy of the Policy will be provided to any person or organisation on request.



10. APPROVAL

Name:

 DERMOT O'GORMAN

Title:

CEO

Date of Issue:

24/10/2012

